

ACI Regional Manager, International Affairs

KEY RESPONSIBILITIES:

- Establish and nurture a wide range of strategic relationships in assigned region, including relationships with chapters, companies, governmental bodies, educational institutions, partners, and other construction industry organizations.
- Solicit potential stakeholders/industry partners/delivery providers for support and participation.
- Position ACI as a leading resource for information on concrete by participating in regional events to grow the awareness and reputation of ACI.
- Develop a firm comprehensive understanding of the region's concrete market.
- Monitor/advocate for adoption of ACI codes, specifications, and certifications in countries in the region.
- Identify current ACI products and services appropriate for marketing efforts in the region.
- Support the ACI Executive Vice President and Director of International Affairs in strategic development planning related to products and services for the region.
- Support ACI HQ efforts to establish new programs and improve existing programs in the region.
- Research, plan, implement, and provide direction on appropriate services and initiatives to further ACI's mission in the region.
- Coordinate activities within the region with ACI HQ staff.
- Assist with marketing strategy and review of marketing efforts and activities in the region in collaboration with the Communications and Marketing Department.
- Support the growth, maintenance and development of ACI Chapters in the region.
- Develop budgets and ensure resource availability.
- Perform analysis to monitor and report on the success of programs.
- Other duties or projects as assigned.

EDUCATION/EXPERIENCE:

- Bachelor's degree in business, engineering, or related field, or commensurate experience.
- Proven experience in cultivating relationships.
- Region-based experience in any of the following areas highly desirable: engineering, construction, non-profit management, business development, standards developing organizations, engineering or technical societies.
- Familiarity with international travel and business cultures preferred.
- Fluent speaking and writing skills in Spanish or a major East Asian language preferred.

DESIRED ATTRIBUTES:

- Ability to work with minimal direction and take on new assignments with little supervision.
- Ability to persuade others to reach consensus decisions that maintain both the integrity and deliverability of new programs.
- Strong organizational skills with the ability to prioritize, handle multiple tasks, and meet deadlines.
- Capable of exercising independent judgement and discretion.
- Ability to uphold a high standard of conduct and ethics.

- Strong oral and written communication skills.
- Flexibility and willingness to take on new projects and tasks.
- Ability and desire to independently research.
- Clear and concise reporting skills.
- Accurate recordkeeping skills.

TRAVEL and WORKING CONDITIONS:

An individual in this position will be required to attend ACI conventions, trade shows, off-site meetings, training sessions, and/or industry conferences which could involve multi-day or multi-week overnight travel, including international travel to locations where sanitary and dietary circumstances may differ from those typical in your local environment.