



THE
RHODE ISLAND
CEO COUNCIL

A Brain Trust that Accelerates Business Growth & Profitability

Position: **Accel Advisory Board Director & Executive Coach**

Job Type: Part-time, Contract (1099)

Schedule: Approx. 4-10 hours per month (in-person)

Compensation: \$1000–\$2,500 per month (when directing an Accel Advisory Board)

Location: Rhode Island – various locations plus some work remote/home-office (must live or work in RI)

About Us:

The Rhode Island CEO Council is a CEO Membership Organization — an exclusive and powerful consortium of chief executives who help each other take their business and Rhode Island to the next level. Our members services include:

- CEO Exchanges – intimate interactive conversations and briefings with acclaimed business thought leaders and chief executives, followed by deep-dive break-out discussions.
- CEO Summit– a large annual meeting with the chief executives of private, public, nonprofit and government organizations that impact the state’s economy.
- Accel Advisory Board – small private groups of trusted peer-level CEOs who dig deeper into their biggest strategic challenges using our facilitated proprietary decision support process.

Key Responsibilities/Duties:

- Direct and moderate monthly meetings of a Accel Advisory Board (i.e. peer advisory board, mastermind group)
 - Learn to proficiently utilize our proprietary DeepDive™ decision support process
 - Coordinate and moderate DeepDive™ decision support processes in the private Accel Advisory Board
 - Working with Accel Advisory Board members, set the agenda and make sure that all meetings remain on track, and ensure that participants cover all the necessary topics.
 - Work with Accel Advisory Board members to coordinate meeting dates and times.
- Attend regular CEO Exchange events and the annual CEO Summit—moderate break-out table discussions, keeping the discussion on topic and help move the participants towards insights.
- Assist in making all meetings and events run smoothly.
- Foster collaboration, teamwork and manage conflict among team members.
- Act as a member of the leadership team by providing feedback, ideas, concerns,
- Actively participate with other Director & Facilitators in post-event director meetings.
- Be an ambassador and evangelist of the Rhode Island CEO Council.

Benefits:

- Hone your leadership and facilitation skills working with some of the sharpest leaders in RI
- Opportunity to gain executive coaching and consulting clients
- Expand your professional network and gain access to many Rhode Island chief executives
- Attend briefings with internationally acclaimed leadership experts and accomplished CEOs.

Job Requirements:

- Bachelor and Masters degree or equivalent work experience
- Executive Coach certification
- Fortune 500 or medium-sized business team leadership and management experience
- Must reside or work in or near Rhode Island (no exceptions)