

## Shared Assessments Program Seeking CHIEF EXECUTIVE OFFICER



### WHO WE ARE:

The Shared Assessments Program is the trusted leader in Third Party Risk Management (TPRM), with resources to effectively manage the critical components of the Third Party Risk Management lifecycle. Program resources including the Standardized Information Gathering (SIG) questionnaire and Standardized Control Assessment (SCA) procedures are creating efficiencies and lowering costs for all assessment participants. Participants are kept current with regulations, industry standards and guidelines and the current threat environment. The SIG and SCA are adopted globally across a broad range of industries both by service providers and their outsourcers. Shared Assessments offers opportunities for members to work alongside peers to address global risk management challenges through committees, awareness groups, interest groups and special projects.

### OUR BELIEF:

We believe the power of many protects and builds trusted communities.

### OUR PURPOSE:

Our purpose is to harness the collective intelligence of our diverse membership to create a more secure and resilient world. We do this with collaboration, integrity and heart.

### THE CHALLENGE:

Shared Assessments is looking for a dynamic CEO to lead the company into its next growth chapter. Founded in 2005, Shared Assessments has grown organically to around 315 corporate members and over 15,000 users of its Program Tools. Members participate in Working Groups, such as Continuous Monitoring and OT/IT Risk Management; Vertical Strategy Groups including Financial Services and Insurance; and our Tool Development Committees. The Shared Assessments Summit, which just wrapped its fourteenth year, is the premiere annual event for Third Party Risk Management. Shared Assessments was recently acquired by OneTrust, the market leader in privacy and other risk platforms, in its efforts to create global standards around the SIG and other tools, as well as serve as the premiere member-driven organization in TPRM. Access to OneTrust resources, global reach and over 10,000 customers will help Shared Assessments achieve those goals more quickly. We are poised to expand our organization quickly, not only in the United States, but globally, including the UK/Europe and Asia Pacific regions.

## OUR HISTORY AND REPUTATION:

Based in Santa Fe, New Mexico, the organization has 28+ employees and senior advisors operating in multiple locations. The Shared Assessments staff includes dedicated professionals such as former senior executives of corporations, experts in managing member organizations and subject matters experts in areas such as privacy, risk management, cybersecurity, third party risk, compliance and business continuity. The organization's culture is one of trust, integrity, vision, collaboration, professionalism, dedication, service orientation and work/life balance. We are a family - caring for and respecting each other. We embrace diversity, equity and inclusion and we value having fun. A sense of humor is required. Many of our associates work remotely, but still work as a closely fine-tuned team. Staff offsites are held at least two times annually at our New Mexico headquarters, and most of the staff gathers in person for the Shared Assessments Summit. Besides our New Mexico team, associates are located in Boston, New York, Dallas, Charlotte, Scottsdale, Austin, Jacksonville, Miami, Palm Beach, St. Louis and Pittsburgh.

## YOUR MISSION AS CEO:

As the highest ranking executive in Shared Assessments, the CEO is primarily responsible for leading the company in advancing the interests of effective Third Party Risk Management and making major decisions for the organization in concert with the COO, the Steering Committee and Advisory Board and senior executives of OneTrust. While the entity will stay separate from OneTrust in its governance and member-driven, vendor neutral organization, financial reporting and strategy will be part of the OneTrust oversight. The CEO position includes overseeing the membership/thought leadership, tool development and education arms. Duties to include:

- Working with the Advisory Board and Steering Committee and senior leadership to develop, and successfully execute, the company's strategic plan to ensure Shared Assessments' sustainability
- Continuing to be the industry standard setting leader in Third Party Risk Management
- Meeting the goals set by the OneTrust and the Advisory Board and Steering Committee for maintaining and growing membership; improving Program tool development and adoption; promoting industry standards setting; creating thought leadership and growing globally
- Measuring against metrics and KPIs for success developed and monitored by the CEO
- Following best practices in the selection of managers and department heads
- Using best practices in the monitoring of the company's finances and budget and in maintaining effective financial margins and performance
- Building and growing strategic relationships with prospects, members, content licensees and assessment firms
- Ensuring the continuity of Shared Assessments' culture

The incoming CEO would ideally be located in Santa Fe, New Mexico, a great place to live and raise a family, to enjoy the arts and outdoors. But the company will consider candidates that reside in major cities with access to airports for easy travel. The right candidate must hold extraordinary vision for the company's future, value culture, integrity and professionalism and be able to build the necessary trust to lead the team to be successful.

## **NEEDED SKILLS AND ATTRIBUTES:**

Key skills and attributes needed for this position include:

- Deep knowledge, extensive contacts and proven experience in Third Party Risk Management, operational risk management, IT and data security, privacy and/or cybersecurity fields
- Experience in participating in, and working with, member-driven organizations
- Knowledge in growing memberships, fostering education and standards development
- Proven ability to lead a team of professionals
- Strong communications skills, both oral and written
- An appreciation for a culture that treats employees with respect and equity
- Ability to articulate a clear vision, the steps necessary to achieve it and to motivate people to participate
- Ability to thrive in an environment that is rapidly changing
- Ability to pivot quickly and strategically
- Business acumen and knowledge of financial reporting and budget processes
- Excellent prioritization skills and the ability to delegate responsibly
- An undergraduate or graduate education or equivalent work experience

## **KEY DUTIES:**

- Acting as the figurative head of the organization when communicating with the board, government entities, members and the general public
- Growing all arms of the organization, including Membership, Tools and Education, and the organization's standing as the thought leader and standards setter for Third Party Risk Management
- Growing the organization globally
- Developing and balancing short-term goals and long-term strategies
- Working in concert with the COO to manage the overall operations and important decisions for the organization
- Helping to define marketing and sales strategies and implementation and metrics for success
- Managing the organization's financial and human resources
- Negotiating and approving agreements and contracts
- Building strategic relationships for the organization
- Speaking at, and attending, industry events
- Meeting with existing and prospective members

The CEO must lead by example, inspire through professionalism and maintain the team-oriented culture of diversity, equity, inclusion, and respect for each other.

## **SALARY RANGE AND BENEFITS:**

Shared Assessments provides competitive compensation packages and benefits for our full time employees. We want you to be well and stay well.

Company benefits include health and dental care, life insurance, accidental death & dismemberment (AD&D), long-term disability, SIMPLE IRA plan with company matching, flexible spending account (FSA), paid vacation/personal leave, alternative work schedule, a dog-friendly office, learning and development resources and the ability to work remotely.

Compensation includes a salary, bonus plan and stock options. Salary range is in the mid 200s plus annual bonuses based on merit and performance. Options in OneTrust will also be part of the package.

## **OUR COMMITMENT TO YOU:**

When you join the Shared Assessments/OneTrust team you are stepping into a career without boundaries, working alongside a diverse and inclusive crew who are passionate about doing meaningful work with authenticity and integrity. Your voice and expertise will help chart the direction of a rapidly growing, member-driven, vendor-neutral global organization that is the market leader in third party risk management. Our commitment to putting people first starts with you. Your growth is part of the mission. Our goal is to give you the power to embark on the next chapter of your uniquely, unique career.

Shared Assessments and OneTrust provide equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.