



**LOUISIANA MUNICIPAL ASSOCIATION**  
a unified voice for municipalities

**LMA EXECUTIVE DIRECTOR SEARCH ANNOUNCEMENT 2026**

The Louisiana Municipal Association (LMA) is accepting applications for the position of Executive Director. Duties and qualifications are listed below. Salary commensurate with experience. Benefits include health insurance and participation in the Municipal Employees Retirement System. For information on the LMA organization, please visit [www.lma.org](http://www.lma.org).

Interested candidates should submit a resume and cover letter to LMA Deputy Director, Richard Williams, at [rwilliams@lma.org](mailto:rwilliams@lma.org), from March 2<sup>nd</sup> until noon March 13<sup>th</sup>. Interviews for selected candidates will occur on March 25<sup>th</sup> in Baton Rouge and all resumes shall be confidential until the time the executive committee presents the top candidate or candidates to the executive board for a board interview and vote. Three references will be required for those candidates selected for an interview.

**LMA EXECUTIVE DIRECTOR**  
**2026 DUTIES AND QUALIFICATIONS**

**Key Duties:**

1. Exercises complete administrative authority and responsibility of the LMA office.
2. Serves as administrator of the Louisiana Municipal Risk Management Agency and the President of RMI.
3. Develops and follows a strategic plan of action for the LMA that establishes objectives, defines strategy, and spells out in detail the operational actions that will lead to the meeting of objectives. This plan shall be approved by the executive committee within 90 days of hire date and updated once per calendar year and presented annually to the executive committee for approval. This plan shall account for outreach to municipalities with visits to districts and municipalities by LMA leadership and/or staff.
4. Organizes the structure and staff of the LMA to meet manpower and growth needs.
5. Creates working relationships both within and without the LMA that allows the staff to fulfill their responsibilities while maintaining morale.
6. Represents the LMA to the membership, other organizations, and the public in such a manner as to enhance the reputation of the LMA.
7. The Executive Director position is not a remote position. The expectation of the board is that physical presence in the Baton Rouge office, at the capitol during Legislative sessions, and on site within LMA districts and within municipalities will be demanding on the Executive Directors time and shall be understood in advance of acceptance of the role.

**Reports to:**

LMA Executive Committee and LMA Executive Board

**Responsibilities:**

1. Representing the interests of the municipal governments before the state legislature serving as a lobbyist and coordinating the work of the other LMA lobbyists. This shall require a daily presence at the state capitol during legislative session.
2. Supervising the LMA staff both directly and through the Deputy Director, the General Counsel, and the Chief Financial Officer.
3. Reviewing and evaluating the LMA staff and conducting annual employee reviews.
4. Designating and implementing LMA projects and initiatives.
5. Responding to a wide variety of requests from members.
6. Administering the insurance programs through LMRMA and RMI.
7. Coordinating the disposition of lawsuits with Legal Counsel and RMI.
8. Working with the RMI General Manager and LaMATS Executive Director to coordinate and enhance the program and synergy between LMA, RMI and LaMATS.
9. Organizing and conducting the activities of the LMA President, Officers and the LMA Executive Board.
10. Representing the LMA at national and regional meetings, such as those sponsored by the National League of Cities and the Southern Municipal Conference.
11. Working in conjunction with the National League of Cities, the Louisiana Congressional delegation, and the LMA membership to protect and further the interests of municipalities at the national level.
12. Must be available to the LMA staff and board during LMA office hours, currently Monday to Thursday from 8:00 am until 5:00 pm and Fridays from 8:00 am until noon.
13. Working with the LMA Chief Financial Officer to produce and maintain a balanced budget.
14. Providing regular reports to the LMA Executive Committee and LMA Executive Board on LMA programs and activities.

**Qualifications:**

Bachelor's degree or ten years of progressively responsible experience with municipal governments or municipal government agencies, or a combination of education, experience, and training deemed appropriate by the LMA Executive Board. Current or former municipal elected official preferred but not required. Juris Doctorate preferred but not required. Candidate must be a Louisiana resident.

Candidate shall have 7+ years of experience as a Mayor, Director or CEO whose duties included annual budget management of no less than 10 million dollars and personnel management of no less than 30 employees.

The Executive Director shall have no other employment while serving as LMA Executive Director.