

SEARCH FOR THE NEXT SSSP EXECUTIVE OFFICER

The Society for the Study of Social Problems (SSSP) seeks applications for the position of Executive Officer, to begin at the conclusion of the Society's August 2022 Annual Meeting in Los Angeles. The SSSP is an interdisciplinary and international community of scholars, activists, practitioners, and students committed to social justice through social research. Applicants must be a current member of the Society. In coordination and consultation with the Board of Directors and the Administrative Officer and Meeting Manager, the Executive Officer ensures that the vision and mission of the Society is clear and guides the actions of the organization; oversees the day-to-day operations of the organization; serves as the organization's chief ambassador and organizational leader; assesses the personnel needs of the organization; ensures that the Society's flagship journal, *Social Problems*, receives the support required to remain one of the top journals in the discipline; cultivates relationships with other organizations engaged in social justice work; and performs other duties and responsibilities, as outlined in the detailed description of the Executive Officer's position posted on the SSSP website <https://www.sssp1.org/>. Candidates for the position must familiarize themselves with these duties and responsibilities and be committed to the SSSP's purposes and policies, including an expressed commitment to diversity and the creation of a safe, welcoming, and supportive space for *all* members and staff of the organization, and the staff of the venues at which the Society's meetings are held, as outlined in the Society's Anti-harassment Policy (click [here](#) to access policy). The position is a part-time position (20%), but the time required varies throughout the year and is most demanding in the months leading up to and at the Annual Meeting in August. The Executive Officer is compensated with a salary; fringe benefits; and a course release, if they are teaching and if it is approved by their employer -- and provided with a budget for job-related travel.

Interested SSSP members in good standing may apply by submitting a letter of interest, CV, and a letter of support from the applicant's Department Chair and/or corresponding Dean of the prospective host institution, or appropriate official with budgetary authority in the prospective nonacademic host institution. The names and complete contact information of three other references must also be provided. The letter of interest should include the support the host institution is willing to provide for the prospective Executive Officer. Institutional support must be corroborated by the letters from the Dean and/or Department Chair, or the appropriate official with budgetary authority in nonacademic institutions. Applications must be sent to the SSSP's Administrative Officer and Meeting Manager, Michele Koontz, at mkoontz3@utk.edu. **Applications received by December 15, 2021 will receive full consideration.** Finalists for the position will be notified no later than May 15. As a social justice organization, the SSSP seeks a diverse applicant pool for the position.

[Click here](#) to review the Job Description

[Click here](#) to review the Selection Process