

DRAFT: 012/13/2014

**ValleyNet: Job description for Managing Director, ECFiber Project
(www.ecfiber.net)**

Overview: ValleyNet, Inc. manages a fiber-to-premises telecommunications network under contract with ECFiber. The network began operations in September 2011 and currently has approx. 200 miles of FTTP plant and 1000 customers. It plans to add approximately 80 – 100 miles of similar plant and 500 – 800 customers each year for the foreseeable future. The operation is EBITDA positive and expects to become Cash Flow positive in the next 18 months. ECFiber is a joint venture wholly owned by 24 Vermont towns and is governed by a Board of appointees from the member towns and a 7-member Executive Committee appointed by the Board. The network has been primarily funded by a large number of private individuals, most of whom are citizens of the member towns. Network operations are managed by ValleyNet, a Vermont non-profit telecommunications company, under a long-term contract that expires in 2022.

Title and responsibility: The Managing Director (MD) is responsible for all aspects of the regular operations of ECFiber except accounting, which is under the Chief Financial Officer (CFO).

Reports to: The MD will Report to the Board of Directors of ValleyNet (VN).

Direct Reports: All department managers within VN will report directly to the MD except the Chief Accountant, i.e.: Inside Plant, Outside Plant, Customer Care, Marketing & Sales, Legal Services, Government Relations. The Chief Accountant reports to the Chief Financial Officer (CFO) with respect to financial accounting etc. However, the CA also handles Information Technology matters which fall within the domain of the MD (e.g. billing, trouble ticketing, customer care etc). The CA will report to the MD regarding these matters.

Investment and Growth: ECFiber plans on increasing its network by approx. 80 – 100 miles of fiber and 500 – 800 per year based on current local financing methods. However, it is also considering larger financing via the capital markets which, if successful, will permit substantial acceleration. As such, a large part of the MD's attention will be focused planning, engineering, executing and managing network, organizational and subscriber growth of this magnitude.

Community Foundation: In view of the above, the MD must fully appreciate and embrace the concept of a community-owned public utility and be able to relate successfully to: the individual towns; their governing bodies ("Select Boards"); the

ECFiber Governing Board and its members; and with the citizens themselves. Although ECFiber is required by law and constitution to be entirely self-supporting and to “pay its own way”, it is not a purely “profit-maximizing” institution. Balancing the needs of the community with the commercial discipline required to fund all its activities without resorting to taxpayer funding sources is a basic requirement of the MD’s position.

Desirable Experience and skills in the following areas:

1. Senior executive management
2. Community based organization(s);
3. Technical background with advanced telecom networks;
4. Familiarity with current state of the telecommunications industry, emerging issues and challenge;
5. Work with small, dynamic, fast-growing organizations undergoing rapid development;
6. Negotiation and management of multiple commercial contracts
7. Hiring, motivating and leading competent, dedicated employees
8. “People skills” for dealing with a wide array of stake holders, (employees, Governing Board members, Select Boards, State regulators, etc)
9. Experience in public speaking and written communications

Compensation:

Cash compensation in the \$90k range. In addition, it will include health insurance, paid vacation, sick time off and a retirement package per negotiation.

ValleyNet offices are located at 415 Waterman Road, Royalton, Vermont. Resumes and letters of interest should be sent to: Search Committee, c/o Tim.Nulty@ecfiber.net