



**Berrett-Koehler**  
Publishers

Connecting people and  
ideas to create a world  
that works for all

## **Job Post: President, CEO, and Publisher**

Berrett-Koehler Publishers (“BK”) is an award-winning and innovative independent publishing company. Founded in 1992, BK is headquartered in Oakland, California, was recently named the independent publishing company of the year, and has been continuously profitable for 15 years in a row. Our books, audios, and videos are sold all over the world and we also host online summits and offer online training resources. We are dedicated to an ambitious mission: *Connecting People and Ideas to Create a World That Works for All*. Through our groundbreaking resources on business, management, training, current affairs, personal growth, self-help, and other areas, we strive to challenge conventional thinking, introduce new ideas, and foster positive change on individual, organizational, and societal levels. We offer a work environment that is participative, collaborative, and flexible. We seek staff members who bring cultural, ethnic, social, and intellectual diversity. We are a Certified B Corp and a California Benefit Corp. We are an Equal Opportunity Employer.

The president, CEO, and publisher provides overall company leadership in helping BK achieve its mission, adhere to the BK Constitution (which can be found on the BK website), and maintain BK’s commitments to its values of quality, stewardship, partnership, inclusion, and sustainability. This leader heads the BK management team, serves on the company’s board of directors, and supervises the department heads for finance and operations, editorial and digital, sales and marketing, design and production, international sales and subsidiary rights, and professional publishing. And this leader helps the company carry out its growth strategies and achieve its planned and needed financial results while serving as an example in daily actions of serving leadership, participative management, mission focus, quality, accountability, initiative, positive attitude steadiness, resilience under pressure, and other qualities expected of all 30+ BK staff members. Please see a comprehensive job description, including job responsibilities, at the BK website: <https://bkconnection.com>

**QUALIFICATIONS:** Applicants for this position will be evaluated expressly on the degree to which they meet the qualifications defined in the “Selection Criteria for Berrett-Koehler President/CEO/Publisher,” which are posted on the BK website. Prior leadership experience in book publishing would be advantageous but is not required.

In addition, we evaluate applicants for all positions on (1) applicants’ history of proactively taking initiative to institute innovations that address needs, solve problems, and exploit opportunities; (2) applicants’ history of performing responsibilities with accuracy, completeness, timeliness, and efficiency; (3) applicants’ history of making themselves accountable for performance and delivering on accountabilities; (4) applicants’ history of maintaining a positive, engaged, committed attitude, even in a challenging environment; (5) applicants’ history of continually advancing their own and others’ learning and development; and (6) applicants’ history of collaborating well with coworkers and being a supportive, responsible organizational citizen.

**COMPENSATION:**

- Salary: \$131,000 per year
- Health insurance, dental and vision insurance, disability insurance, and life insurance
- Flexible Spending Account plan, 401K plan, HSA plan, and ESOP employee ownership plan

**APPLICATIONS:**

To be considered, post by October 17 here— <https://berrett-koehler-publishers-1.workable.com/jobs/812926> --your resume and a detailed cover letter (several pages long if necessary) covering the following: (1) why you are interested in this position, (2) your qualifications for the position in relation to each of the specific criteria described in the “Selection Criteria for Berrett-Koehler President/CEO/Publisher,” (3) how you have used these qualifications to be successful in previous jobs and what your accomplishments have been, and (4) your personal qualities that account for your success. No-one will be considered for this position who does not submit a detailed cover letter with this requested information.