



CEO Job Posting

Only one community can be the birthplace and host of the world headquarters for the #1 on the Fortune 100. There can only be one “mountain biking capital of the world”. Few cities of 60,000 residents can claim a truly world class art museum, share the region with the country’s largest over-the-road carrier, the world’s largest protein producer, and a top-ranked business school. Only one community can claim all of this: Bentonville, Arkansas!

The Greater Bentonville Area Chamber of Commerce is searching for our next CEO. This role will blend economic development, workforce development, legislative advocacy, and member-programming with truly unique and dynamic forces, partnering with leaders from the world’s most recognized and admired companies, private and community foundations, leaders in private and public education, and other community organizations with the shared goal of a vibrant, growing and healthy community.

We are the voice, advocate, and program development capacity for a vibrant small business and VC startup community. Because we have strategic relationships with organizations like Visit Bentonville (Tourism) and Downtown Bentonville, Inc. (Events), our design is small, nimble, and strategically focused on economic and workforce development and innovation at the leading edge. Business as usual for us is anything but the usual.

Successful candidates will recognize and value this blend which will demand an approach that takes on common priorities in the most uncommon of environments.

Year One Critical Goals: with support from the Executive Committee, Board & Staff

- Leadership transition into Chamber and the community
- Facilitate and steward a clear vision for the future of the Chamber
- Oversee a strategic planning process with measurable goals and quantifiable impact
- Develop and engage key community relationships & build member confidence in new leadership
- Engage key community partners (e.g., Northwest Arkansas Council, Runway Group, city administration) and establish core priorities and focus for each partner.
- Develop and nurture an inclusive and unique internal culture within the Chamber team, that extends to the Board, its members, and the community
- Review budget and meet budget goals
- Review programs and events to maximize and enhance member value and Chamber revenue
- Lead and inspire the Chamber staff and develop job descriptions with measurable goals

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Key Community Relationships Include:

- Arkansas World Trade Center
- Bentonville Public Schools
- Chambers of Commerce in Rogers-Lowell, Springdale, Fayetteville
- City of Bentonville
- The Collaborative, University of Arkansas
- Downtown Bentonville, Inc.
- Northwest Arkansas Community College
- Northwest Arkansas Council
- Northwest Arkansas National Airport
- Runway Group
- Visit Bentonville
- Walton Family Foundation, Home Region

Compensation

A competitive compensation package will be shared with qualified candidates.

Application Process

The Chamber has partnered with C3 Advisors, LLC to administer our process. Please submit a current resume and cover letter to support@c3adv.com.

About the Greater Bentonville Area Chamber of Commerce

The Chamber of Commerce is the premier advocacy for business. We work daily to promote a healthy, vibrant economy while protecting and advancing the interest of our members and the community as a whole. We work in conjunction with citizens, businesses and our educational and governmental partners to improve their quality of life and we are very active in business expansion efforts. We bring businesses together to collectively accomplish what no business professional can achieve alone.

The Greater Bentonville Area Chamber of Commerce has played a vital role in the community and economic development of Northwest Arkansas for nearly a century. The Bentonville Chamber was formed in 1926 and became the Bentonville/Bella Vista Chamber of Commerce in 1979. The name changed to Greater Bentonville Area Chamber of Commerce in 2017. The Greater Bentonville Area Chamber of Commerce is a member of the Arkansas State Chamber and the U.S. Chamber of Commerce.

The Chamber is an independent, non-profit business organization representing the Bentonville area communities. It aligns itself with more than 1,000 businesses in the area. It's governed by a 19-member board of directors who represent the wide range of businesses among the organization's membership.

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Job Description: President & Chief Executive Officer (CEO)

Reports to: The Executive Committee & The Board of Directors

Function: The CEO is the chief executive and administrative officer of the organization. The CEO is responsible to the board of directors for the full range of the Chamber's activities and strategic initiatives; impact and relevance to members and sponsors; coordination of the program of work; organization structure, development and processes consistent with established policies and bylaws; leading, supervising, motivating, and mentoring staff; fiscal health and responsibility; visionary leader that understands, supports and engages growth among small business and entrepreneurs who chose to locate here.

Responsibilities:

- In partnership with the Executive Committee, BOD and staff, lead and steward a strategic planning process to define the immediate, mid and long-term strategic plan for the Chamber.
- Build, leverage and maintain strong relationships and open communication with the Executive Committee and the BOD, maximizing this capacity for the good of the membership and the community.
- Serve as a community leader, collaborator and alliance builder with other entities, locally and across the state, private and public, to ensure a vibrant economic environment and high quality of life for the business and resident community.
- As a member driven organization, embrace the responsibility to members while acting as a visionary and strategic 'open front door' to Bentonville and the region for members, investors and community partners.
- Monitor legislation or other activities which will have an immediate or future substantive impact on the business community and informing staff, members and the Board as appropriate.
- Support the development and expansion of a vibrant innovative and expansive economic industry in collaboration with other regional entities to attract and retain a diverse and highly talented workforce to the region.
- Serve as the "face and voice" of the business community as the primary public spokesperson and advocate on issues that affect the Chamber and its members.
- As chief administrator, plan and organize Executive Committee and BOD meetings on a regular basis, collaborate and provide counsel to the Board committees, and advise on future board membership.
- Attract and retain highly competent staff, sponsoring staff growth and development, supporting and modeling a culture and working environment that ensures morale, well-being, and high performance from each staff member and the team.
- Ensure fiscal soundness, transparency and a balanced budget.

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Professional Experience

- 10+ years' experience demonstrating business acumen, fiscal responsibility, leading a team of 5+ demonstrating strong mentoring and staff development capacity.
- Board management and governance experience.
- Ability to think strategically while considering new perspectives; possesses strong mental agility.
- Strong public speaking and written communication skills with multiple audiences.
- Success in building alliances and collaborative partnering on projects with a wide range of constituents and business leaders including business leaders, entrepreneurs, investors, economic development organizations, elected officials and the media.
- A track record as a proactive advocate for business and workforce development with a working knowledge of relevant legislative and political processes and environments.
- Economic development experience is highly preferred with a record for developing successful public and private partnerships that includes small business, venture capital, startups, and entrepreneurialism that results in a vibrant and diversified business environment.
- Proven experience in recruiting, building, leading and retaining strong diverse teams in a collaborative environment.
- Knowledgeable and proactive in understanding current technology, social media and its role in delivering services, driving business development and supporting staff productivity.
- Fundraising and sponsorship development experience to support programs, capital campaigns and special events.
- Experience working with diverse groups and a demonstrated commitment to diversity, equity and inclusion with support of diverse and inclusive programming and experiences.

Desired Traits

- Ability to solve complex issues quickly and with an innovative mindset.
- Able to manage and mentor people well and build strong, capable, resilient, and agile teams.
- Is not phased by challenges and issues and is able to confidently work through conflict and make the hard decisions.
- Encourages diverse style, differences, and opinions to find better solutions and builds diverse networks comfortably; treats everyone equitably.
- Genuine and authentic, honorable, and trustworthy. Acts professionally and with integrity in alignment with Chamber and community values and expectations.
- Consensus-building and works toward common goals and positive partnerships.
- Has executive presence, comes across as polished and personable and commands the respect of the BOD, members, staff, and local leaders.
- Is results-driven and oriented with a personal passion for achieving goals and objectives.

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Education & Further Experience

- Bachelor's degree (master's preferred) in a relevant discipline or equivalent professional experience.
- Credentials & certifications in economic development are preferred.
- Experience in the following priority areas:
 - Business retention and expansion
 - Local, state, and federal incentive packages and programs (TIF, CID, Enhanced Enterprise Zones, Opportunity Zones, et al)
 - Real estate development financing
 - Workforce development strategies
 - Recruiting talent and supporting start-ups in the tech, innovation, retail, whole health, e-mobility, outdoor recreation, and software sectors
 - Professional affiliations and associations
 - Prior Chamber experience is preferred

The Greater Bentonville Area Chamber of Commerce is an equal opportunity employer and is committed to building and maintaining a culturally diverse workplace. We encourage women, minorities, individuals with disabilities and veterans to apply. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status of protected veteran, among other things or status as a qualified individual with a disability.

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