

The East Alabama Chamber
Phenix City, Alabama
President and Chief Executive Officer
<https://www.ealcc.com/>

ABOUT THE COMMUNITY:

The East Alabama Chamber is in Phenix City, within Russell County, Alabama. This region and the State of Alabama offer a supportive environment that encourages business success. That environment has resulted in international attention and continued job growth and investment across several industry sectors. There are 634 square miles in Russell County. It is bordered on the north by Lee County, on the west by Macon County, on the south by Barbour County, and on the east by the Chattahoochee River. The Russell County population, of about 50,000, is largely urban with 65 % of residents living in an urban setting and 35% living in a rural setting. Russell County is the home of the Ft. Mitchell National Cemetery and the Chattahoochee Indian Heritage Center. The East Alabama Chamber works closely with Fort Moore, (formerly Fort Benning) a United States Army post, adjacent to the Alabama-Georgia border. Fort Moore supports more than 120K active-duty military, family members, reserve component soldiers, retirees, and civilian employees daily.

The Chamber of Commerce is dedicated to creating a vibrant business community in the Phenix City-Russell County Area and currently has over 400 active members in nearly 200 different business industries.

GENERAL DUTIES:

The CEO shall have responsibility for the day-to-day business operations of the Chamber. The CEO shall assist the officers of the Chamber and the Committee Chairpersons in the performance of their duties and shall perform other duties assigned by the Chairperson or the Board. The CEO must perform all duties and tasks in accordance with the Bylaws of the Chamber and the directives of the Board and its Chairperson.

The CEO will be a champion for business growth and development for the Chamber. The CEO must ignite innovation, be a forward thinker and encourage an environment that embraces its members and the surrounding community. The CEO will lead with great intention, the programs, events, and committees and strive to include everyone and businesses of all types. The CEO will have a strong stance for working together effectively with key leaders, volunteers, and the community members at large, to garner positive results. The CEO will be a strong communicator, who can connect with all people and serve on boards that make sense to the growth and development of the Chamber. The CEO must be a results-driven leader who motivates and coordinates the chamber's volunteer leaders and staff in championing local

business interests, growing the regional economy, and identifying new program opportunities that address issues of importance to the greater Phenix City, Smiths Station, Russell County, Fort Moore and Columbus, GA communities. The CEO is responsible for advancing the organization's mission while modeling its values and leading the organization's people to perform their roles in the most professional manner.

This executive will ensure that the Chamber's annual program of work is developed in alignment with its strategic plan and successfully implemented, that goals and objectives for the Chamber are established and met, that the Chamber maintains resources sufficient to conduct its mission, and that the organization is financially stable. The CEO is responsible for the administration of the Chamber and its volunteer efforts and for the Chamber's participation in other activities beneficial to the East Alabama business community.

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER CHARACTERISTICS:

- ♣ Strong political acumen in this apolitical position with an ability to tactfully work with differing opinions, build consensus, represent chamber members individually and collectively, and have strong interpersonal skills that engender confidence.
- ♣ Excellent communication skills, including written, oral, and listening skills, public speaking in large and small groups, representing the chamber in both print and broadcast interviews, and attention to a multitude of detail.
- ♣ Ability to create strategic public/private partnerships, including building alliances with a wide range of constituencies and influence, including business leaders, entrepreneurs, investors, elected officials, and the media.
- ♣ Passionate enthusiasm and desire to help the organization reach its goals.
- ♣ A strong understanding of what a chamber of commerce or similar membership-driven organization is and the ability to work with a wide variety of people.
- ♣ Skilled in identifying opportunities and creating strategies, with proven ability to initiate, nurture and develop ongoing productive relationships and to craft win-win outcomes in knitting together appropriate stakeholders.
- ♣ Regional perspective, with the ability to identify opportunities that can translate into success for the region's member businesses and organizations.
- ♣ Career track of progressive, documentable accomplishments in increasingly complex operations/ administrative/executive leadership roles in a Chamber of Commerce, economic development organization, or similar enterprise. Experience earned in a not-for-profit environment is not required but will be considered a plus. A proven business professional with a record of established successful executive leadership of a major organization, or an outstanding leader with a record of accomplishments in public service will be given full consideration.

- ♣ Track record of successfully facilitating and nurturing effective communications, keeping key stakeholders apprised of financial and operational status.
- ♣ Marketing savvy, business acumen, and creativity, and background and skills to work collaboratively with marketing consultants and staff to enhance public awareness.
- ♣ Skilled at leveraging all forms of media from print to internet application and social media, with experience at targeting and orchestrating media venues to gain attention and develop an interest in the East Alabama Chamber's events as well as day-to-day activities, to ensure consistent positive press and public relations.

EXECUTIVE PROFESSIONAL EXPECTATION

The CEO shall handle Chamber affairs in a stellar manner, always exuding a professional demeanor and ethical behavior. The CEO will not engage in supplementary activities outside the performance of the duties previously described without prior approval of the Board or that of its Executive Committee, which pre-approval will not be unreasonably withheld provided that such service is not with a competing Chamber and does not materially detract from the ability of the CEO to perform such executive duties for the Chamber.

Qualifications:

- ♣ At least five years' experience as a successful leader with business acumen or a success field deemed appropriate for the position, Chamber and/or other non-profit management is preferred.
- ♣ Must have proven communication skills and be able to effectively deal with volunteers, public officials, and the public.
- ♣ Proficiency with Microsoft Office products as well as database technology.
- ♣ Demonstrated knowledge of social media marketing to include email marketing, Facebook, LinkedIn, and Twitter.
- ♣ Excellent planning, writing and public speaking skills required.
- ♣ Demonstrated ability to positively affect change and manage balanced budgets in a business/non-profit/membership-driven or comparable organization.
- ♣ Preferred bachelor's degree from an accredited college or university or equivalent combination of education, training, and experience.

COMPENSATION AND BENEFITS:

The compensation package will include a competitive salary based upon the candidate's level of professional experience. The Chamber also offers a competitive benefits package.

It is required that the successful candidate will live within East Alabama once employed.

Interested candidates are required to submit:

- Letter of interest
- Resume/CV
- Minimum salary requirements

Please email materials to:

Anissa Starnes, IOM

Chief Impact Officer

YGM, LLC

jobs@ygmtrc.com

Deadline for application: Friday, June 2, 2023

Candidate materials received incomplete will be returned.