

President and CEO
The Saginaw County Chamber of Commerce
Saginaw, Michigan

Overview

This is a high profile, fast paced position, with significant exposure and impact in the community. The Saginaw County Chamber of Commerce, with nearly 1,000 Chamber members representing a broad cross section of the community, is a growing, financially sound, and profitable Chamber in the fifth largest metropolitan area in Michigan. A significant part of the success of the Chamber over the past decade is the mobilization of volunteers and a solid business plan. The organizational chart consists of the policy-making Board of Directors with committees, as well as seven full-time staff. The Chamber was formed in 1863 and is a member of the Michigan and U.S. Chambers of Commerce.

General Job Description

The President and CEO is responsible for the effective and efficient administration of staff and assures that all activities of the Chamber are coordinated. The position of President and CEO reports directly to the Board of Directors. There are a number of activities which occur after regular business hours which are considered part of the job. The President and CEO is the primary leadership representative of the Chamber and is expected to attend Chamber functions.

Characteristics and Skill Sets

Job requirements include at least five years in a leadership role in a Chamber of Commerce or equivalent management experience and a four-year degree in business or closely related field. The ideal candidate will possess the following characteristics:

- ability to work with diverse groups.

- capacity to build professional relationships.
- considerable business acumen.
- ability to develop and manage several large projects simultaneously.
- excellent oral and written communication skills.
- talent to lead diverse teams.
- critical problem-solving skills.
- conflict resolution; and
- community engagement experience.

Physical Requirements

Applicants must be able to travel between different locations in Saginaw County and throughout the Great Lakes Bay Region. Some bending and lifting is required, as is typical of an office environment. Requests for ADA-related accommodations or any other questions regarding the interview process should be directed to scctalentsearch@gmail.com.

Application Process

Resumes and cover letters should be sent electronically to scctalentsearch@gmail.com no later than Tuesday, April 30, 2024, 4:00 PM. The application period may be extended without notice. Applicants will be subject to background checks. Finalists will be required to make an impromptu oral presentation (30 minutes to prepare for a five-minute presentation) and answer targeted selection questions. The Saginaw County Chamber of Commerce is an equal opportunity employer. Competitive salary based on experience. Excellent benefit package.

Thank you for your interest in this position. Please send resumes and cover letters electronically to scctalentsearch@gmail.com no later than Tuesday, April 30, 2024, 4:00 PM.