



Position: President/CEO

Salary: \$55,000-\$65,000 DOE

Benefits: Benefit package to be negotiated

Chamber Membership: 540

Chamber Budget: \$315,000

Total Number of Staff: 2 FTE, 3 Part time

Total number of volunteers: 50+

Population of Area Served: 82,713

The Grants Pass/Josephine County Chamber of Commerce's (GPCC) President/CEO is the organization's key representative and business advocate responsible for providing executive leadership, strategic direction, and vision for the development and fulfillment of the Chamber's mission and goals, and represents the voice of the Chamber.

The President/CEO reports to the GPCC Board of Directors, is supervised by the President of the Board of Directors, and is an ex-officio member of the Board. The President/CEO is responsible for the overall management of the day-to-day operations.

GPCC is seeking to fill the position of President/CEO. This person must be an energetic, enthusiastic, people-person who enjoys working with business leaders, networking, is inclusive, and community-minded. The ideal candidate is someone who has business management experience and has overall knowledge of the industries, businesses, culture, and communities in and around the Rogue Valley, is passionate about GPCC's mission, and driven to build real value for members through GPCC services, training, resources, and relationships.

Requirements: The successful candidate will demonstrate a proven track record of experience, knowledge and skills including:

- Strong entrepreneurial and visionary leadership, dynamic, self-motivated, analytical, passionate, diplomatic, and understands the vital role that the Chamber plays in supporting and enhancing its business community
- Business-minded with proven business management experience; understands the inner-workings of the local economy, and possesses the ability and vision to continue to move the Chamber forward while ensuring the Chamber remains relevant in an ever-changing environment
- Experienced in working with/on boards, committees, and/or multiple stakeholder groups, is a diplomatic team leader with sound judgement and diplomacy, and an ability to engage and motivate diverse groups and volunteers
- Capacity to develop strong relationships with other associations, industry, government, media, and public service groups
- Proven success in soliciting, fundraising and securing sponsorships and membership dollars from both private and public sectors
- Politically astute and culturally sensitive, with success in navigating complicated political structures. Has knowledge of state and local government operations and working knowledge of economic development to be equipped to effectively advocate for businesses at all levels of government
- Competent at networking, collaborating, and building relationships; considering everyone as a potential partner
- Well organized; proactive; can prioritize and balance activities under pressure, lead and complete projects in a timely manner
- Excellent interpersonal, written, verbal, and presentation skills
- Critical-thinking and problem-solving skills; insightful and can think outside the box
- High standards of honesty and integrity; a consistent and dependable work ethic, including a lead-by-example mindset
- Experience supervising, managing, empowering, evaluating, employees and/or volunteers
- Core business management experience including budgeting/payroll, financial and human resource management

Additional qualifications:

- Bachelor's Degree or equivalent work experience
- Strong skills with Microsoft's Office Suite to include Word, PowerPoint, and Excel
- Working knowledge and experience using QuickBooks
- Knowledge and practical use of website and social media
- Ability and willingness to work evenings and/or weekends as Chamber/Community events dictate
- Occasional lifting up to 40 lbs

W.A.C.E. Academy Graduate: Preferred

U.S. Chamber Institute Graduate: Preferred

Deadline: May 25, 2018

Contact and Resume Submission: JR Wheeler – JWheeler@peoplesbankofcommerce.com