

President/CEO, Northern Cincinnati Chamber of Commerce

5.13.24

Position:

The President/CEO of this Chamber serves as chief executive and administrative officer of the Chamber. Reports to and works with the Board of Directors to establish and implement the corporate mission and vision.

The President/CEO will be expected to develop a thorough understanding of Chamber programs, its history, operations, membership, services and programs, and culture. This role includes financial oversight of the organization.

The President's primary responsibility is to increase income and build growth through Membership Sales, Corporate Sponsorships, and Events.

Financial Experience to include:

- Expertise in strategic planning, budgets, and finance. Responsible for developing the Annual Budget.
- Oversee all expenditures in accordance with the board-approved budget.
- Design, implement, and evaluate programs to generate Chamber revenue.
- Assure financial reports are maintained for review by the Board and recommended procedures are followed in accordance with most recent internal review.

Leadership Expectations

- Articulate a clear compelling case for broad support of the Chamber.
- Act as primary spokesperson and advocate. Enhance the Chamber's image.
- Establish relationships with Members, Sponsors, Regional Leaders, and the Business Community.
- Possess a high Level of personal and professional accountability.
- Participate in all events and programs of the Chamber.
- Set realistic expectations for staff and volunteers.
- Foster cooperation, collaboration, and partnerships among internal and external stakeholders.
- Create agendas for monthly Board Meetings with the Board Chair
- Create agendas and lead Staff meetings.
- Recognize volunteers and sponsors at monthly and annual events.

Qualifications:

- Bachelor's Degree.
- Ability to establish and maintain lasting relationships with stakeholders
- Professional experience growing revenue through traditional revenue models such as membership, sponsorship, and events.
- Public speaking and presentation skills, including excellent written communications skills.
- 5 years sales experience and work experience in Chambers or other Non-Profit.
- Salary to commensurate with experience