

PRESIDENT

The Schaumburg Business Association (“Chamber”) is looking for its next President. The purpose of the Chamber is dedicated to fostering economic growth and prosperity of a vibrant and inclusive Schaumburg community by facilitating diverse alliances, driving innovation, offering resources, and advocating for our members.

The President works closely with the Chamber's Board of Directors and staff to create a positive business atmosphere that enables growth and prosperity for the membership. The President leads this group's collaborative efforts to ensure the Chamber's fiscal operations, fundraising, and marketing strategies are effectively implemented across all segments of the organization.

The ideal candidate is a dynamic and self-motivated individual with demonstrable ability to develop and communicate strategic vision and leadership consistent with an organization's purpose statement, and a proven record of success in a member-based organization.

The successful candidate will leverage knowledge and expertise in economic development principles, the regional economy, political environment, and marketing and branding concepts to grow membership, increase sponsorships, and enable the growth and prosperity of large and small businesses in the community. He or she must be a leader and be a passionate advocate for driving the Chamber to achieve standards of excellence. The candidate must also be a highly collaborative leader who can successfully manage current programs while developing new programs and strategic initiatives for the Chamber and forming mutually beneficial partnerships with other businesses and community organizations.

PRIMARY DUTIES & RESPONSIBILITIES:

- Serve as an advocate in the following strategic areas:
 - Workforce Development
 - Economic Development
 - Government Relations
 - Leadership Development
 - Business Development
 - Networking Development
 - Community Relations
- Full fiscal responsibility of all chamber operations and programs
- Oversee employees, job duties, and committees
- Presenting at events as the face of the organization
- Plan, execute, and solicit sponsorships and promote member events
- Oversee and deliver the Annual Strategic Plan and Long-Range Planning to include budget preparation
- Maintain open communication regarding the measurement of financial, programmatic, and impact performance against stated milestones and goals
- Provide leadership and direction to all employees and ensure the continued development and management of a professional and efficient organization
- Record and report relevant information and data to the Board of Directors, as well as leading the Chamber in line with Board approved vision
- Establish goals for the Chamber, and develop strategic plans to achieve success
- Other duties and priorities as needed

KNOWLEDGE, SKILLS, ABILITIES, EDUCATION:

- Public relations experience, strong relationship building skills
 - Public speaking skills and strong presentation skills.
 - Experience in managing staff; high level of understanding of human resource and Illinois Labor Law
 - High level of personal and professional accountability.
 - Highly organized and detail oriented with ability to meet deadlines and goals in a fast-paced office environment
 - Professional experience growing revenue through traditional models such as membership, sponsorship, media and events.
 - Professional experience managing revenue through non-traditional models such as grants and contracts.
 - Ability to establish and maintain lasting relationships; requires work with external stakeholders and the public.
 - BA or BS degree in business, management, economics or related field preferred.
 - 5+ years management experience in Chamber, association, or nonprofit sector preferred.
- Experience may Substitute for Education

COMPENSATION

- Salary: Commensurate with qualifications and experience will be provided
- Job Type: Full-time