

The Virginia Chamber of Commerce

Ad Placement for Job Opening

Job Title: President & CEO

Run Time: 10/18/2024 – 11/20/2024

The Virginia Chamber of Commerce is the largest business advocacy organization in the Commonwealth with more than 31,000 members. The Virginia Chamber has an immediate need for a President & CEO. The President will report to the Virginia Chamber Executive Committee and Board of Directors. The ideal candidate will have a positive, upbeat attitude, strong work ethic, excellent communication skills, and be able to operate in a non-partisan manner.

Summary: The President & CEO is a dynamic, growth-minded individual capable of strategic thinking and bipartisanship with a proven track record of success as well as a strong record of community involvement. A candidate for this position demonstrates expertise in strategic planning, public policy, member services, event management, economic development, finance and accounting, public speaking, and fundraising. Necessary skills for this position include the ability to effectively engage various stakeholders, excellent verbal and written communications, public speaking, and working with a Board of Directors. The President & CEO must establish a vision to create opportunities for the Chamber to lead as the Voice of Business in Virginia.

Position Description: The CEO is the chief executive and administrative officer of the organization. The CEO is responsible to the board of directors for the full range of the Chamber's activities and strategic initiatives; coordination of the program of work; organizational structure and procedures; overview and implementation of the strategic plan; oversight of the income and expenditures; leading and motivating staff; employing, supervising and developing staff; supporting membership growth; and long-term planning.

Education and Experience:

- An undergraduate degree is required. An advanced degree is preferred but not essential.
- Ten plus years' experience as a successful leader demonstrating business acumen, fiscal responsibility, and personnel management.
- An understanding of economic development is highly desirable.
- Experience in the following areas will be highly advantageous:
 - State and federal public policy development
 - Professional affiliations and associations
 - Prior Chamber experience is not necessary but will be considered favorably
 - Knowledge of Virginia and a track record of community involvement

Compensation:

The compensation package will be commensurate with experience.

Application Process:

Please submit a current resume and cover letter to Mr. Alan Witt, Executive Search Committee Chairman, care of Donna Hale, Manager of Operations and HR, Virginia Chamber of Commerce, 919 East Main Street, Suite 900, Richmond, VA 23219. Otherwise, **email the information directly to Donna Hale at d.hale@vachamber.com** .

Applications must be received ON OR BEFORE WEDNESDAY, November 20, 2024.

The Virginia Chamber of Commerce is an equal opportunity employer.

REV. 10/14/2024 5:55 pm