



Job Title: Member Relations (Internal and External)

Pay scale: \$15-20/hour, Part-Time (20-25 hours/week)

Benefits: Flexibility, Fun, a Fantastic Community

Do you like change? Do you thrive on finding answers to people's questions? Are you willing to learn new things? Do you have a knack for business, from finding solutions to problems to promoting new products? If so, we might have a job for you!

The Habersham Chamber of Commerce is looking for two high-energy individuals with a passion for making a difference in the community. Currently, the position is part-time, but could grow into a full time. There is significant growth opportunity for the right person, both professionally and financially. You can expect a flexible work place that's fun, interactive, and rewarding.

The primary responsibilities in this role are working with members. This includes prospecting and selling memberships, member onboarding, retention calls, providing resources, answering the phone, attending and coordinating events, selling our products and services, and staffing the office. Basically, your job is to develop strong relationships with the business community. The position answers to the President, who in turn is responsible to the board of directors.

Requirements are pretty simple and straightforward. You must have a positive attitude and be willing & able to interact with volunteers and members even on your most miserable day. A successful candidate might have experience selling products, coordinating events, handling marketing or providing superior customer service. You must like technology and be interested in learning how to use it to accomplish BIG things (database, email software, social media, Canva and Microsoft Office programs). You must be flexible. While the hours are relatively consistent, there will be morning, evening and weekend events to attend/work at times and there will be occasional travel to industry-related conferences. Finally, you must be a champion for business and the community.

The Chamber and the community continues to grow and evolve. We try to be quick at adapting to change with growth and impact as our end-goal.

Interested? Send your resume and a letter of interest about why this sounds like a great job to president@habershamchamber.com. We will review applications as they are received until the right person is found.