



Open Position: President/CEO

About the Community:

Pickens County is conveniently located only 55 miles north of Atlanta yet offers all the beauty and tranquility expected from the North Georgia Mountains. The county area covers 232 square miles and the population is just under 31,000 people. The County seat is Jasper. Pickens County's environmental efforts awarded it the title of being the first county outside of the Metro Atlanta Non- Attainment Zone for ozone and fine particulate matter.

Pickens also has a unique history. For almost two centuries, Georgia Marble has been mined in Tate and surrounding areas and is used to create historic architecture around the world. These buildings include, the Archives Building in Atlanta, New York Stock Exchange, the Supreme Court, the Lincoln Memorial, and our local Tate Elementary School. In addition, the marble is also utilized in national cemeteries including Arlington National Cemetery. For the last 39 years this history has been celebrated with our annual Marble Festival, which brings in approximately 5000+ tourists a year.

About the Pickens County Chamber

The **Pickens County Chamber of Commerce** is a not-for-profit, 501c6 membership organization that provides services and programs to help businesses grow and thrive in our economy. The Chamber also operates a 501c3 named the Community Champions Foundation. We work to unite business and professional leaders to build a better and stronger community and promote a positive business climate in Pickens County, serving as the primary advocate for business growth and as a constructive partner in working with the government and education. We sponsor strong leadership programs for community leaders, women and youth. For additional info, visit www.pickenschamber.com

Title: President & CEO

Reports to: Executive Committee of the Board of Directors

Duties/Responsibilities:

- The President/CEO is the chief executive and administrative officer of the Pickens County Chamber of Commerce and is accountable for all organizational activities of the chamber, including but not limited to: program initiatives; membership recruitment, development and retention; hiring; training and supervision of staff; total fiscal responsibilities within agreed upon financial resources; and developing and maintaining a collaborative working relationship between local municipalities, local businesses of all sizes, regional chambers and other regional organizations to foster a strong business environment for the members and business community at-large.
- The successful candidate will be a proven, results-oriented leader who motivates and coordinates the Chamber's volunteer leaders and staff in championing local business interests, growing the economy and identifying new program opportunities that address issues of importance in Pickens County.

Knowledge, Skills, Abilities and other Characteristics:

- Strong political acumen in this apolitical position with an ability to tactfully work with differing opinions, build consensus, represent chamber members individually and collectively and have strong interpersonal skills that inspire confidence.
- Excellent communication skills, including written, oral and listening skills, public speaking in large and small groups, representing the chamber in both print and broadcast interviews and attention to a multitude of detail.
- Ability to create strategic public/private partnerships, including building alliances with a wide range of constituencies and influencers that include business leaders, entrepreneurs, investors, elected officials and the media
- Passionate enthusiasm and desire to help the organization reach its goals.
- A strong understanding of what a chamber of commerce or similar membership-driven organization is and the ability to work with a wide variety of people.
- Skilled in identifying opportunities and creating strategies, with proven ability to initiate, nurture and develop ongoing productive relationships and to craft win-win outcomes in knitting together appropriate stakeholders.
- Global perspective, with ability to identify opportunities that can translate into success for the county's member businesses and organizations
- Career track of progressive, documentable accomplishments in increasingly complex operations/ administrative/executive leadership roles in a Chamber of Commerce, economic development organization or similar enterprise. Experience earned in a not for profit environment not required but will be considered a plus. A proven business professional with record of established successful executive leadership of a similar organization, or an outstanding leader with record of accomplishments in public service will be given full consideration.
- Track record of successfully facilitating and nurturing effective communications in keeping key stakeholders apprised of financial and operational status.
- Marketing savvy, business acumen, and creativity, and background and skills to work collaboratively with marketing consultants and staff to enhance public awareness.
- Skilled at leveraging all forms of media from print to internet application and social media, with experience at targeting and orchestrating media venues to gain attention and develop interest in the Pickens County Chamber's events as well as day to day activities, to ensure consistent positive press and public relations.

Qualifications:

- At least five years of experience as a successful leader with business acumen or another success field deemed appropriate for the position. Chamber and/or other membership organization/non-profit management is preferred.
- Ability to work more than 40 hours per week as needed due to meetings/events before or after regular office hours and for community events/chamber events on weekends.
- Must have proven communication skills and be able to effectively deal with members, volunteers, public officials and the general public.
- Proficiency with updated technology and software including but not limited to CRM/database management tools and financial accounting tools (specifically ChamberMaster, Quickbooks, Constant Contact, Microsoft Office)
- Demonstrated knowledge of social media marketing to include: email marketing, Facebook and Twitter and other social platforms.
- Excellent planning, writing and public speaking skills required.
- Demonstrated ability to positively affect change and manage balanced budgets in a business/non-profit/membership-driven or comparable organization.
- Bachelor's Degree or above or any combination of experience and education. Specialized training in chamber of commerce, economic development or association management is preferred.
- Selected candidate will be expected to attend professional development at the U.S. Chamber's Institute for Organization Management and the Georgia Academy of Economic Development if you have not already done so in the past.

Location:

Selected candidate will be required to reside in Pickens County, Georgia.

Salary and Closing Date:

Salary is to commensurate with experience. Competitive benefits package will be offered. Position closing date is October 26th, 2018

To Confidentially Submit Interest:

Submit Cover letter, resume and salary requirements (all REQUIRED) no later than October 26th, 2018.

Emailed documents may be submitted to: jobs@swingbridgeconsulting.com
or mailed to: Swingbridge Consulting, 338 S. Sharon Amity Road #172, Charlotte, NC 28211