

Job Title: CEO
Salary Range: \$65,000-\$75,000 with incentive opportunity
Company: Chamber & Economic Development of Kittitas County, Washington

Company Profile:

The Chamber of Commerce and the Economic Development Group of Kittitas County have consolidated and are in the process of forming the organization that will build a thriving economy in Kittitas County and Central Washington by promoting tourism, advocating for businesses, inspiring economic development, and nurturing its membership. This is a dues-based membership-directed organization.

Job Profile:

- Build the infrastructure and the subsequent operational organization under direction of a fourteen member Board of Directors
- Collaborate with the newly created and separate Foundation Board of Trustees to secure funding for operations
- Plan, organize and provide day to day administrative direction and decisions that support the Mission of the organization. Develop and implement an organizational structure and resources, including staff, to most effectively accomplish the strategic objectives
- Partner with the surrounding region to promote economic development in the county, and establish high credible visibility with local, regional and state governments, businesses, and industry
- Recruit new members and retain and build strong relationships that support and nurture existing businesses and attracts new business
- Participate in all organization sponsored events as well as community activities
- Opportunity to grow an organization

Professional Profile Expectations:

- Professional maturity, creativity, objectivity, sound judgment, effective decision-making and solution-seeking skills
- Persuasive communication and consensus building skills, the ability to form effective working relationships, and a high degree of tact and diplomacy
- Self-confidence, persistence, high energy and initiative, organization, and flexibility
- Ability to work independently and meet deadlines in a multi-task environment, and ability to achieve results by holding resources accountable to goals and deadlines
- Demonstrated passion and excitement for building and strengthening an organization
- Proficiency in technology and strong verbal, written, and listening skills

Qualifications:

Bachelor's degree in business management, or equivalent experience, preferably in economic development or a membership based, non-profit business environment. A minimum of five years of proven and successful management experience in a Chamber and/or economic development organization or its equivalent. Familiarity with the Pacific Northwest is helpful.