

## JOB OPENING

### **FULL-TIME EXECUTIVE DIRECTOR** **WYTHEVILLE-WYTHE-BLAND CHAMBER OF COMMERCE**

Applications will be received by the Town of Wytheville for the full-time position of Executive Director at the Chamber of Commerce Department. **Desired Qualifications:** The successful candidate should be an administrative professional responsible for providing strategic leadership and supporting business development and membership success as defined to advance the interests of the Chamber in furtherance of policies established by the Board of Directors of the Wytheville-Wythe-Bland Chamber of Commerce. The candidate will work closely with the Chamber Board of Directors, Chamber staff, Chamber members, and the local community to establish long-range goals, strategies, plans, and policies and with business and government leaders to advance the Chamber's mission and promote inclusive growth throughout the community. Work involves exceptional public contact and requires much tact and diplomacy. This position requires travel within and adjacent to the Chamber's service area regularly and may require, from time to time, travel outside of the local area for conferences or special meetings. **Education and Experience:** Bachelor's degree preferred but not required. Demonstrated experience in leadership roles, including supervisory experience. US Chamber Institute graduate preferred or the ability to obtain IOM designation. Experience in the following areas: finance, governance, general administration, leadership development, program/project management, fundraising, marketing, and sales. **Salary Range:** \$46,033 - \$74,041, based on qualifications and experience. Application packages and additional information are available from the Human Resources Department at the Town Municipal Office, 150 East Monroe Street, between the hours of 8:00 a.m. and 5:00 p.m. on weekdays, or on the Town's website at [www.wytheville.org](http://www.wytheville.org). Applications will be received until the position is filled. The Town of Wytheville is an Equal Opportunity Employer.