



JOB OPPORTUNITY

CHAMBER

EXECUTIVE DIRECTOR

The Hot Springs Village Area Chamber of Commerce is looking for a full-time Director responsible for the day-to-day coordination and execution of all Chamber activities. Primary objectives in this role consist of new member recruitment of large and small businesses, community relations, staff & Visitor Center leadership, working with volunteers, coordinates with local economic development directors, other local chambers of commerce, educational institutions, tourism agencies and city/county government entities to develop and implement economic development efforts and policies, and achieving business goals for the chamber.

Requirements:

- College degree or related business experience required.
- Excellent communication skills, both written and oral.
- Leadership experience.
- Demonstrates success in membership development.
- Demonstrates success in community development and involvement.
- Experience in budget planning and management.
- Experience in small staff management.
- Experience in volunteer coordination.

To submit a resume for consideration, please email: jallen@hsvoice.com.