

Allegan Area Chamber of Commerce

EXECUTIVE DIRECTOR

PART TIME

This position manages the operations of the Chamber of Commerce Office, coordinates activities of the Chamber of Commerce to promote business, industrial, and job development, and civic improvements in the community and develops and promotes Allegan area businesses and tourist attractions by performing duties personally and through subordinates. See Full Job Description attached to this notice.

This position will typically work a 25-hour work week Monday through Friday with a handful of early morning and evening meetings and day long events throughout the year. Starting salary will range from \$21,000 to \$26,000 depending on qualifications.

One to two years related experience and/or equivalent combination of education and experience is needed for this position.

Please send a cover letter and resume to the following email address: director@alleganchamber.com.

This position will remain open until filled with the first round of cover letters and resumes being reviewed on January 14, 2021.

The Allegan Area Chamber of Commerce is an Equal Opportunity Provider and Employer.