



Greater Silver Spring Chamber of Commerce Seeks Candidates for New President & CEO

The Board of Directors of the Greater Silver Spring Chamber of Commerce is conducting a search for a new President & CEO and invites all qualified, interested parties to apply.

Join this vibrant and dynamic organization in time to celebrate our 30th Anniversary in 2023! The Chamber members are business leaders committed to the economic prosperity and civic well-being of the greater Silver Spring, Maryland community.

If you are passionate about the ability of business to improve lives, solve problems, and strengthen community, this is the place for you. We think our motto says it all: Business is the most effective social program on earth; it has lifted millions out of poverty. And, we encourage the Silver Spring community to support our non-profit members who add so much and help Silver Spring be a great place to live, work, and play.

Our Mission: To enhance the economic prosperity of greater Silver Spring through robust promotion of our member businesses and unrelenting advocacy on their behalf.

Our Vision: A prosperous business community that contributes to a vibrant greater Silver Spring.

Increasing Chamber membership and member participation will be an essential and key part of this position. Using innovative events, marketing, and learning opportunities to encourage all businesses and non-profit organizations to join the Chamber will further enhance the success of existing members.

The Chamber's members range in size from sole proprietorships to international companies with thousands of employees, including real estate management and development firms, cutting-edge biotechnology firms, information technology companies, restaurants, hotels, world-renowned entertainment companies, and others.

Essential duties and requirements:

General:

- Provide strategic direction, vision, and leadership for Chamber members and staff.
- Increase membership using creative and inventive methods.
- Execute and expand membership services and tools to ensure expanded economic opportunities for Chamber members.
- Oversee the general finances of the Chamber, draft the annual budget, and report on the financial condition to the Board of Directors.

Government Relations/Public Relations/Partner Relations:

- Develop and maintain lines of communication with local and state elected officials to build relationships with government officials, government agencies, neighboring Chambers, and the State Chamber.
- Serve as the principal spokesperson and ambassador for the Chamber.
- Develop relationships with the news media, the community, and Chamber partners.

Marketing:

- Ability to use various forms of social media to keep Chamber and community members up to date on Member Specials, Chamber Events, and important Chamber advocacy issues.
- Implement marketing plans for the Chamber to ensure a positive community image.

Event Planning and Management:

- Develop, organize, and oversee the Chamber's programs and events, including educational seminars, networking events, business seminars, and annual events.

Board of Directors:

- Work with the Board Chair to prepare agendas and materials for Board meetings and attend meetings.
- Develop goals and objectives for Board recommendations.
- Establish goals as well as direct the annual and long-term planning process.
- Fulfill the officer and committee responsibilities assigned to the President in the Chamber by-laws and operate within and advance the policies of the Chamber.

Skills/Abilities:

- Operate with integrity and respect
- Think and act strategically
- Be responsive and accountable
- Ability to drive change management through operational results
- Exceptional – clear and succinct – communication skills, both written and verbal
- Strong coalition building and relationship management skills
- Highly developed interpersonal skills and emotional intelligence
- Knowledgeable of entrepreneurship and innovation

If you are looking for an opportunity to let your star shine, we are looking for you! This position allows you to take charge and grow a well-respected Chamber of Commerce. If you are qualified and interested, please submit a letter of interest, resume, salary requirements, and references to info@gssc.org.