

PONCA CITY CHAMBER OF COMMERCE

PRESIDENT/CEO

The Chamber of Commerce Executive Board is searching for qualified candidates to fill the President/CEO position. Qualified candidates must have past Chamber experience, and/or strong community, state and government involvement. This very active Chamber offers excellent compensation and benefits.

Compensation

\$75,000 - \$85,000 (or commensurate with proven President/CEO experience)

Additional qualifications include but are not limited to:

- » Must live within the Ponca City, OK community
- » The position requires strong accounting and financial aptitude
- » General knowledge of business practices, including the ability to forecast/develop a yearly budget
- » Must have proven management and supervisory skills
- » Successful fundraising experience required
- » Working knowledge of state and local legislative, political processes and environments with the ability to act on legislative changes
- » Relentless positive energy and professionalism
- » Must possess or willing to obtain Chamber of Commerce certifications through the US Chamber of Commerce or American Chamber of Commerce Executives (ACCE)
- » Possession of Bachelor's Degree in Business Administration, Public Administration, Developing & Planning or Institute of Management Certificate preferred
- » At least five (5) years of upper-level management in personnel, community relations, sales, marketing, budgeting, operations and government relations required

Request complete job description or submit resume to:

careers@poncacitychamber.com



420 E Grand Ave
Ponca City, OK 74601

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poncacitychamber.com