



PRESIDENT & CEO

ABOUT UNION COUNTY

Located in the heart of North Carolina, Union County is one of the fastest-growing counties in the state, offering a unique blend of small-town charm, thriving businesses, and high quality of life. Conveniently located just southeast of Charlotte, Union County provides an attractive combination of economic opportunity, excellent education, and a welcoming community atmosphere. With a rapidly expanding population of over 250,000 residents, the county continues to be a desirable destination for families, professionals, and businesses alike.

Union County boasts a diverse and dynamic economy, with a strong presence in industries such as advanced manufacturing, healthcare, agriculture, logistics, and retail. The county is home to major employers, including multinational corporations, innovative startups, and a robust network of small businesses that contribute to its economic vitality. With a pro-business environment, competitive tax rates, excellent higher education options, and strategic infrastructure, Union County offers an ideal setting for businesses.

Union County is more than just a place to live. It's a community where you can create a great life.

THE UNION COUNTY CHAMBER

The Union County Chamber champions business growth and business prosperity throughout Union County. The Chamber believes a thriving community is built on the foundation of a strong business community and provides services to grow business, enhance operations, develop professionally, and advocates in matters of public policy.

Union County is poised for continued growth and economic development, making this an exciting time for a leader to step into the role of President & CEO. The next Chamber leader will have the opportunity to shape the future of business advocacy, economic expansion, and community engagement in one of North Carolina's most dynamic regions. By fostering collaboration between businesses, government, and community stakeholders, the Chamber will play a pivotal role in driving business prosperity and innovation throughout the county. For more information on the chamber, please visit: [Union County Chamber](#)

Our Vision Statement

Everyone who does business or lives in Union County enjoys a thriving local economy and excellent quality of life.

Our Mission Statement

We champion business growth and business prosperity throughout Union County.

ORGANIZATION BY THE NUMBERS

Chamber Membership: 560

Professional Team: 6

Board of Directors: 23

Total Budget: \$890,000

OUR NEXT PRESIDENT & CEO

We are seeking a visionary leader to serve as President & CEO for our dynamic 501c6 organization. The President & CEO must be a dynamic, passionate and strategic leader who will ensure the future vitality, development, impact and relevance of the Chamber. The Chamber is foundational to building a strong local economy and developing, strengthening and advancing the business community. Some of the services provided are community development; advocacy and action; networking opportunities; community connections; a conduit to resources and information; and advancing annual high-profile events and programs.

The President & CEO will be responsible for all administrative and management functions and executing the mission and strategic plan of the organization as approved by the Board of Directors. You will also implement annual goals, plans, strategies, and align the organization's resources to meet the stated objectives.

If you are a collaborative leader with a proven track record of driving impactful change, we invite you to join us in shaping the future of our vibrant community. This is an unparalleled opportunity for a visionary leader to make a lasting impact on a thriving business community while enjoying all that Union County has to offer.

Duties and Responsibilities include, but not limited to the following:

- Strategic & Operational Planning – In conjunction with the Board of Directors and staff, develops and implements a strategic, long-range plan and annual Business Plan to advance the Chamber's mission. Works with Chamber committees to identify issues and needs and develops plans to address them. Evaluates effectiveness and measures progress towards attainment.
- Board Relations – Builds and maintains strong relationships and communications with the Board Chair, Executive Committee and Board of Directors. In conjunction with the Board Chair, plans and organizes Executive Committee and Board meetings.
- Policy Development, Implementation & Interpretation – Assists the Board in the development of policy, as needed, and is responsible for the execution of policies adopted by the Board. Responsible for the proper order of business as established in the Chamber's bylaws.
- Organization Structure & Procedures – Evaluates the Chamber's organizational structure, policies and procedures to ensure their effectiveness in identifying and addressing Chamber and community needs and issues. Recommends changes in structure, procedures and policies as needed.
- Advocacy & Public Policy – Collaborates with the Board and the Chamber's Public Policy committee to identify and manage the Chamber's relationships with and advocacy efforts before local, state and federal government bodies to achieve desired outcomes. Enhances the Chamber's influence through relationships with government officials. Develops and communicates legislative and public policy positions, as approved by the Board of Directors. Serves as the chief spokesperson on policy matters for the Chamber.

UNION COUNTY CHAMBER – PAGE 3

- Membership Relations, Development & Retention – Provides leadership recruiting and retaining new and existing members of the Chamber. Provides leadership in membership services to ensure there is a compelling value proposition for current and prospective members. Works effectively with executives of companies and organizations of all types and sizes across the broad range of Chamber members throughout the Chamber’s market area. With others, analyzes and interprets the needs of members and recommends revisions to increase membership value, engagement and financial support.
- Program & Services Development – Provides staff and committees with the tools, guidance and resources needed to develop new, creative, value-added programs, benefits and services for the membership. Reviews and evaluates program and benefit proposals to help ensure their effectiveness.
- Budget & Finances – Develops annual budget in conjunction with priorities determined by the Board of Directors. Manages revenues and expenses in accordance with established budget and ensures the preparation of accurate timely financial statements.
- Staff Administration – Builds and maintains a staff consistent with program needs and financial resources. Is responsible for the employment of all staff members, the assignment of their responsibilities and duties, training and development, performance reviews, disciplinary action, the supervision of their work and the establishment of the terms of their employment, within the framework of the approved budget.
- Performs all other duties as may be assigned by the Board of Directors that are consistent with the Chamber’s mission and bylaws.

IMPORTANT CHARACTERISTICS

- Outstanding interpersonal skills
- Ability to successfully relate to staff, volunteers, community leaders and partner organizations
- Goal oriented
- Motivated to achieve organizational and personal success
- Effective oral and written communication and presentation skills
- Effective working with groups of people to achieve established goals
- Effective problem solver
- Ability to perceive and understand community and group dynamics.
- Willingness to compromise to achieve a higher goal
- Savvy in dealing with organizational and community politics
- Ability to acquire the confidence of colleagues
- Operates with integrity

QUALIFICATIONS

- **Language Ability:** Possess strong interpersonal skills, strong verbal and written communication skills. Ability to speak to groups including chamber members, elected officials, and employees.
- **Math Ability:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Financial management and analytical abilities required.
- **Reasoning Ability:** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- **Computer Skills:** To perform this job successfully, an individual should have knowledge of Microsoft Office software, spreadsheet software, financial management software, and CRM systems.
- **Education/Experience:** Bachelor's degree from an accredited college or university or equivalent combination of education, training, and experience. Previous chamber of commerce executive experience or experience in a senior management position with a mid- or large-sized chamber or membership association is preferred, but an equivalent combination of education and experience may be substituted. Graduate of U.S. Chamber of Commerce Institute for Organization Management preferred, but not required.

COMPENSATION AND BENEFITS

The compensation package will include a competitive salary based upon the candidate's level of professional experience. The Chamber also offers a dynamic benefits package, including, but not limited to paid holidays, paid time off, group medical insurance, life insurance, and retirement plan.

REQUIRED RESIDENCE

It is expected that the successful candidate will live within Union County, NC, once employed.

DEADLINE TO APPLY is April 15, 2025

Interested candidates are **required** to submit a letter of interest, resume/CV, and minimum salary requirements.

***Any materials received incomplete will be returned.**

Email materials to:

Anissa Starnes, IOM
Chief Impact Officer / Executive Recruiter
YGM, LLC
jobs@YGMTRC.COM
NO PHONE CALLS PLEASE

YGM, LLC, has been retained by the Union County Chamber Board of Directors in their nationwide search for a new President & CEO. For more information on YGM, visit www.YouGetMore.com

