Greenwood SC Chamber of Commerce
President & CEO

The Greenwood SC Chamber of Commerce, a 501(c)6 membership organization, has been a champion for business and an advocate for the Greenwood community for over 105 years. The Chamber is the area’s leading voice for legislation directly affecting the county as well as pro-business issues that impact members and the business community at-large. The Chamber strives to promote the continuous improvement of the common good and the quality of life in the community through the pursuit of new business; the cultural, social, and economic education of its citizens; and by providing accurate and timely assistance to the business community.

The Greenwood SC Chamber currently has approximately 450 members with an annual budget of $560,000 and a professional staff of five. The diverse membership includes representation from small business, manufacturers, professional and financial firms, government entities, and non-profit organizations. The Chamber also operates the 53 year old South Carolina Festival of Flowers, a 501(c)4 entity. Recognized as one of the Southeast Tourism Society’s Top 20 events, it annually receives accolades from international, regional, and state festival associations. The SC Festival of Flowers, known for its unique topiary collection, is held each June across Greenwood County, has an annual budget of approximately $226,000, and features over 25 events.

For more information about the Greenwood SC Chamber visit: www.GreenwoodSCchamber.org

Greenwood, SC – Greenwood County

Greenwood, the county seat, located in the Upper Savannah Region of Upstate South Carolina, is one hour south of Greenville, SC and an hour northeast of Augusta, GA, and is conveniently close to all major Southern markets. Greenwood is strategically positioned between Atlanta and Augusta, GA, Charlotte, NC, Greenville and Columbia, SC, and is the economic center of six surrounding counties - Abbeville, Edgefield, Greenwood, Laurens, McCormick, and Saluda. The area is accessible to three major interstates and only hours away from both the mountains and the coast.

Centrally located in the Upper Savannah Economic Region, Greenwood is home to over 70,000 residents and ranks as the 24th-largest county in the state of South Carolina. The county is home to beautiful Lake Greenwood, which spans 11,400 acres of tranquil southern splendor. A small-town feel is blended with the thriving and bustling environment of a big city to create an ideal place to live, work, and prosper.


For more area information: [www.cityofgreenwoodsc.com](http://www.cityofgreenwoodsc.com), [www.greenwoodcounty-sc.gov](http://www.greenwoodcounty-sc.gov), [www.partnershipalliance.com](http://www.partnershipalliance.com), [www.discovergreenwood.com](http://www.discovergreenwood.com)
The Position

The President & CEO is responsible for the leadership, direction, fiscal management, and general management of all aspects of Chamber activities and is responsible for seeing that the strategic initiatives and policies of the Board of Directors are effectively implemented. Responsibility also includes general management of two additional nonprofit entities, the Greenwood Community Improvement Foundation, and the South Carolina Festival of Flowers.

Serving at the will of the Board of Directors, the President & CEO of the Greenwood SC Chamber is responsible for maintaining continuity and consistency in programming for various programs and initiatives that fall under the Chamber umbrella, such as Leadership Greenwood, the Women’s Leadership Council, the NonProfit Council, Connect Young Professionals, workforce development, and a scholarship fund. The President & CEO provides counsel to the Board and committees regarding public policy, programs, and other key initiatives and serves as the principal advocate and spokesperson for the Chamber in conjunction with the Chair. The President & CEO is responsible for the full range of activities to ensure the Chamber’s success in meeting its business advocacy, community development, membership services, and special program goals and objectives.

The President & CEO is responsible for providing overall leadership and management to the membership, Board, staff, and volunteers in executing the respective missions of the Chamber organizations, along with financial management, marketing, membership development and fundraising, and overall office operations. The President & CEO will implement the annual business plan to meet the objectives of the approved Strategic Plan. He/she is expected to provide leadership and direction that creates enthusiasm and drives momentum among the membership, chamber staff, regional business, and collaborative partnerships.

Major responsibilities are as follows:

- Formulate, plan, organize, recommend, and administer policies and programs relating to the Chamber organizations to include short/long range planning to achieve major goals.
- Work directly with the Chairs of the Boards, Executive Boards, and Board of Directors to provide understanding of the by-laws, leadership, and updates on overall operations.
- Provide leadership on membership services to ensure there is a compelling value proposition for current and prospective members.
- Provide in-depth reports on financial data while suggesting innovative ways to increase revenue streams.
- Engage and lead the committees, task forces, and initiatives to accomplish agreed upon strategies and goals.
- Select, manage, and develop staff according to the Chamber’s policies and procedures, to include coaching, training, and delegation of work with assigned measurable goals.
- Provide leadership to maintain an organizational culture of excellence, respect, diversity, and collaboration among teams and individuals.
- Responsible for the finances of the organizations and adherence to the Financial Policy and Procedures Manual.
- Collaboration with community partners, civic organizations, and government agencies to include public presentations and advocating for specific initiatives.
**Qualifications**

- Bachelor’s degree from an accredited college or university required; Master’s degree in a related field of study preferable.
- Minimum of 5+ years of demonstrated success in a leadership position with a chamber, membership association, non-profit or community, economic, or governmental organization.
- Graduation from the U.S. Chamber’s Institute for Organization Management or state, regional or national CCE designation is considered a plus.

**The successful candidate must also excel in the following:**

- Grasping the scope of the organization’s impact as a leader in the business community.
- Verbal and written communication skills; plus advanced knowledge of, and proficiency in, new media communications.
- Professional presence and public speaking ability.
- Strategic thinking and planning.
- Influencing and motivating others.
- Relationship building abilities and engagement with members.
- Developing successful new initiatives and non-dues revenue programs.
- Multi-tasking of multiple projects, issues, and initiatives.

**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 competitive benefit package.

*It is required that the successful candidate will live in Greenwood County, SC once employed.*

Interested Candidates are **required** to submit:

- Letter of Interest
- Resume/CV
- Salary Requirements

Email materials to:  
jobs@swingbridgeconsulting.com  
Anissa Starnes, IOM  
Swingbridge Consulting, LLC  
**NO PHONE CALLS**

**Application Deadline: June 30, 2020**