

THE ROUND ROCK CHAMBER OF COMMERCE AND ECONOMIC DEVELOPMENT PARTNERSHIP

# PRESIDENT / CHIEF EXECUTIVE OFFICER



THE CHAMBER  
ROUND ROCK TEXAS

ECONOMIC DEVELOPMENT PARTNERSHIP

## THE ROUND ROCK CHAMBER OF COMMERCE AND ECONOMIC DEVELOPMENT PARTNERSHIP:



The Round Rock Chamber is one of the region's largest and most active business organizations. Of nearly 7,000 chambers in the U.S., the Round Rock Chamber is one of only 217 that are accredited by the U.S. Chamber of Commerce. That puts us in the top 3 percent of chambers nationwide in terms of quality of programs, governance, finances, technology and communications.

Our focus is to:

- Help businesses succeed
- Shape a positive business climate
- Promote economic development and job creation
- Enhance our quality of life
- Develop leaders

As the region's only chamber accredited by the U.S. Chamber of Commerce, we strive to serve our members and community with professionalism, passion, and dedication.

### **Mission:**

The Round Rock Chamber of Commerce serves as the accelerator for economic growth by creating synergy among its investors and the community to position Round Rock as the city of choice.

### **Vision:**

The Round Rock Chamber of Commerce sets the standard of excellence for community alliances, investor opportunities, leadership development and business advocacy.

## THE ROUND ROCK COMMUNITY:

Round Rock, Texas, with a city population of 102,665 and a service population of 150,000 including utility districts, is located 15 miles north of Austin in the Central Texas hill country. Round Rock is the 31st largest City in Texas, according to the 2010 U.S. Census Bureau data.

Major employers include Dell, Emerson, TECO-Westinghouse, Dresser and Hospira. Its combined property tax and utility rates are among the lowest in the region. It has an award-winning park system, top rated school district, and is the one of the safest cities of its size in the United States.

Round Rock is one of the fastest growing cities in the nation, and one of the best-managed cities in Texas. The city has maintained high quality of life while becoming a major center for economic growth in Central Texas, with industry clusters in Higher Education, Healthcare/Life Sciences, Clean Energy, Advanced Manufacturing, Computer/Software Development, and destination retail. Moreover, economic development is a true partnership between the City of Round Rock and the private sector, via the Chamber's Momentum program. This unique public/private collaboration has made Round Rock a premier locale to grow a business.

## PRESIDENT/CHIEF EXECUTIVE OFFICER (CEO):

The President/CEO reports to the Round Rock Chamber of Commerce Officers with oversight from the Board of Directors. The President/CEO is responsible for the achievement of goals of the Chamber, the Economic Development Partnership with the City of Round Rock, and the overall execution of the business plan and policies as set forth by the Board.

## MAJOR RESPONSIBILITIES:

1. Responsible for membership growth and retention to meet the Chamber's annual budget.
2. Within the framework of the Board approved budget, responsible for hiring, supervision, development, and leadership of Chamber and Economic Development staff.
3. Responsible for developing the annual budget, annual business plan, and long range strategic plan in coordination with Chamber staff and the Board.
4. Responsible for developing and sustaining Chamber programs and engaging Chamber members to further the Chamber's mission.
5. In partnership with the Chamber's Economic Development staff and Chamber committees, lead fundraising efforts necessary to sustain and grow the private sector contributions to the Economic Development effort of Round Rock ("Momentum").
6. Develop and sustain strong working relationship with the City of Round Rock staff to support the Economic Development Partnership.
7. Responsible for the development and communication of public policy positions as approved by the Board.

## EDUCATION:

A Bachelor's degree is strongly preferred; and a Master's degree in Business, Accounting, Law, Public Administration or closely related field is desirable. A demonstrated commitment to continued professional development through the U.S. Chamber Institute for Organization Management is desired.

**Certification:** Certified Chamber Executive and/or Certified Economic Developer designation preferred.





## THE IDEAL CANDIDATE:

The ideal candidate will have a proven track record of success and have experience working for a similar-sized, progressive Chamber of Commerce, a related significant business association or an economic development-focused organization. Prior economic development experience will be beneficial.

It is essential for the President/CEO to work closely with the Chamber's Officers and Board of Directors in carrying out initiatives and setting the tone and vision for staff. The ideal candidate will have experience in strategic planning, policy development, membership retention and fundraising efforts; fiscal experience to include budget development and management is essential for this position.

The successful candidate should be a visible leader with superior presentation skills and the ability to work effectively with various types of business leaders, political leaders and community members. The ideal candidate will need to be innovative, resourceful and politically astute; someone who understands the value of creating partnerships as a way of accomplishing goals.

The successful candidate should have strong interpersonal skills and must have the capacity and interest to be a supportive leader for staff. Effective communication along with strong collaboration and team building skills will be necessary for this individual to be successful; advanced written and oral communication skills are imperative.

## SALARY:

The Round Rock Chamber of Commerce is offering a competitive salary commensurate with experience and a comprehensive benefits package. Relocation assistance to Round Rock will be available for the successful out of area candidate.





## HOW TO APPLY:

Interested applicants should forward a cover letter and resume to:

[resumes@affionpublic.com](mailto:resumes@affionpublic.com)

Reference: RRCHAMBER

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