



Executive Director

Wenatchee Valley Chamber of Commerce | Wenatchee, Washington

About the Chamber

The Wenatchee Valley Chamber of Commerce champions our community's quality of life and economic vitality through collaborative leadership and sound business advocacy. As a membership organization serving the regional business community, the Chamber works with members, public agencies, elected officials, tourism partners, and community stakeholders to strengthen the local economy, advocate for business priorities, and promote the Wenatchee Valley as a vibrant place to live, work, visit, and invest.

Position Summary

The Executive Director is the chief executive and public-facing leader of the Wenatchee Valley Chamber of Commerce. Reporting to the Board of Directors, this role provides strategic, financial, operational, and community leadership to advance the Chamber's mission, strengthen member value, support regional economic vitality, and serve as a trusted advocate and convener for the Wenatchee Valley business community.

Key Responsibilities

- Lead the Chamber's strategic direction in partnership with the Board of Directors, staff, members, and community stakeholders.
- Serve as the Chamber's primary spokesperson and relationship-builder with members, business leaders, public agencies, elected officials, tourism partners, and regional organizations.
- Advance business advocacy, economic vitality, tourism alignment, workforce awareness, and community quality of life priorities.
- Direct and oversee all financial and business operations, ensuring fiscal stewardship, sustainable revenue growth, effective management of grants and sponsorships, sound contract administration, reserve adequacy, and long-term financial sustainability.
- Ensure effective operations, policies, systems, risk management, compliance, data-informed decision-making, and accountability.
- Support strong Board governance through clear communication, timely reporting, committee coordination, and implementation of Board-approved priorities.
- Lead, develop, and support Chamber staff while fostering a culture of collaboration, professionalism, service, inclusion, and accountability.

Qualifications

- Bachelor's degree in business, public administration, nonprofit leadership, economic development, communications, or a related field preferred.
- Five or more years of progressive leadership experience, preferably in a chamber, nonprofit, tourism, membership, business association, economic development, or public-private partnership setting.
- Demonstrated success working with a board of directors, public officials, business leaders, community partners, and diverse stakeholders.

- Strong financial, operational, communication, team leadership, and relationship-building skills.
- Knowledge of the Wenatchee Valley, regional business issues, tourism economy, workforce needs, and public policy preferred.

Ideal Candidate Profile

The ideal candidate is a strategic, relationship-centered leader with strong executive presence, sound financial judgment, and a demonstrated ability to bring people together around shared regional priorities. This individual will be comfortable representing the Chamber in public settings, navigating complex community issues, supporting a high-functioning Board partnership, and leading a small but impactful team with clarity, accountability, and professionalism.

Core Competencies

- Strategic and financial leadership
- Executive communication and public presence
- Community partnership and business advocacy
- Board relations and governance support
- Operational discipline and sound judgment
- Team leadership, accountability, and change management
- Integrity, professionalism, and member service orientation

Position Type and Work Environment

This is a full-time executive leadership role requiring regular participation in Chamber events, Board and committee meetings, public forums, member activities, and frequent evening or weekend commitments. The role requires regular communication, attendance at meetings and events, and the ability to move within office, event, and community settings. Reasonable accommodations may be made to enable individuals to perform the essential functions of the role.

Compensation and Benefits

Compensation will be commensurate with experience and qualifications. Benefits and employment terms will be determined by the Board of Directors.

How to Apply

Interested candidates are invited to submit a resume and cover letter describing their qualifications, leadership experience, and interest in serving the Wenatchee Valley business community.

Applications can be submitted to:

Kristen Hankins

President, Board of Directors

kdhankins@gmail.com

Equal Opportunity Statement

The Wenatchee Valley Chamber of Commerce is an equal opportunity employer committed to professionalism, respect, inclusion, and collaboration.