

Job Opening – The Colby/Thomas County Chamber of Commerce is seeking to fill the Position of President/CEO. The President/CEO reports directly to the Chamber Board of Directors. The President/CEO is responsible for daily operations, staff management, overall membership retention and development as well as fundraising and budget responsibilities for all operations, projects and events. Responsibilities include the creation and implementation of all Chamber marketing efforts and the planning/execution of all Chamber events.

The ideal candidate will be high energy, self-motivated, creative and a team player. Also important is attention to detail, excellent communication skills and the ability to multi-task in a fast-paced environment. Technology skills and computer proficiency in Microsoft Office Suite and digital design are required. Knowledge in Quick Books is a plus.

This is a full-time, direct hire position. The Colby/Thomas County Chamber of Commerce is an Equal Opportunity Employer.

Please send cover letter, resume, salary/benefit expectations and three references to:
Kaylin Wiens, Chamber Board of Directors 2021 Chair
650 N Grant Ave.
Colby, KS 67701

Resumes will be accepted until position is filled.

If you have questions, please feel free to contact Kaylin Wiens at kpwiens@abtbank.com or 785-443-8003.