

The Dickson County Chamber of Commerce is accepting resumes for the full-time position of Director of Membership Services.

The culture of the Dickson County Chamber of Commerce is fun, fast paced, business, tourism and community focused with a large volunteer base of community and business leaders.

The person in this high-profile position will lead the Chamber in accomplishing its various membership development objectives. Excellent leadership, communication, and organizational skills are required. Public Relations, Marketing and Event Planning experience desired. The candidate should be MS Office proficient with some familiarity with CRM software. Candidate should be familiar with several platforms of social media (Facebook, Twitter, YouTube, etc.) and ways to use to assist our approximate 400 members.

The Director of Membership Services will lead membership programs, recruitment of new members and retention, and community events working alongside our vast membership. Sales experience with a salesperson attitude would be beneficial. The position is full time with occasional night and weekend events. Independent, leadership driven, fast learners and self-starters encouraged to apply.

Interested applicants must submit a resume with references and cover letter describing their interest in this position. Applications will be accepted until May 19, 2017.

Please email resume to [joey@dicksoncountychamber.com](mailto:joey@dicksoncountychamber.com) or mail to: Dickson County Chamber of Commerce, 119 Highway 70 E., Dickson, TN 37055. No phone calls, please.

Job Type: Full-time

Salary: \$30,00.00 to \$35,000.00 commensurate with experience. Possible commission available.