

Career Opportunity Form

Position Title: Chief Executive Officer

Employer Name: HBA of Greater Springfield

Employer Description: Local association currently has a membership of approximately 375 builder and associate members and a five-member staff team (including the CEO.) The HBAGS serves a 10-county region which includes Springfield, MO. The office is located in Springfield, the third largest city in Missouri. The five-county MSA has a population of more than 400,000. Within the last year, Springfield was ranked third among American cities for job growth.

- For more info about the Springfield market: <http://www.business4springfield.com/>
- For more info about the HBA of Greater Springfield: <http://www.springfieldhba.com/>

Position responsibilities:

1. Acts as the primary spokesperson in the community on behalf of the Association and its members.
2. Manages the administrative operations, policies, procedures and initiatives to meet the strategic plan and objectives of the Association.
3. Directs staff and coordinates their designated programs, projects and major activities.
4. Coordinates advocacy efforts and maintains relationships with government officials and agencies impacting the industry.

Position Requirements:

1. Bachelor's Degree or work equivalent
2. Previous trade or business association experience preferred
3. Experience in or working with different forms of media preferred
4. Experience Working With Administrative Board Preferred
5. Self-starter with demonstrable success in organizational and/or project management

Compensation Details: Negotiable, commensurate with experience and local market.

Application Instructions:

Send letter, resume, and salary requirements (via mail or email) by Friday, November 9, 2012 to:

CEO Search Committee
HBA of Greater Springfield
636 W. Republic Road, Suite D-108
Springfield, MO 65807
E-mail: ceosearch@springfieldhba.com