



Seeks President and CEO Sikeston, Missouri

Our Community:

The City of Sikeston is situated at the intersection of Interstates 55 and 57, halfway between St. Louis and Memphis. Sikeston is located in both Scott and New Madrid Counties with a population of approximately 16,500. Our convenient location makes Sikeston an ideal place to do business. We have great shopping, unique restaurants, recreation opportunities, historic downtown district, art galleries, museums, professional rodeo, and much more.

Our Organization:

The Sikeston Regional Chamber and Area Economic Development, Corp. consists of the Sikeston Regional Chamber of Commerce (SRC) and is contracted by the City of Sikeston to provide economic development through the Sikeston Area Economic Development Corporation (SAEDC), and tourism through the Convention and Visitor's Bureau (CVB). Each branch is governed by their own Board of Directors.

Our Mission:

The mission of the Sikeston Regional Chamber and Area Economic Development, Corp. (SRC) is to be the driving force that fosters economic growth, member development and regional community engagement.

The mission of the Sikeston Area Economic Development Corporation (SAEDC) is to retain, expand, create, and recruit new investment to Sikeston and the surrounding region by working with the diverse population, industry and businesses.

The Position

The Boards of Directors for the SRC and SAEDC seek a full-time President CEO to oversee the organization. The CEO is responsible for the successful implementation of economic development programs that facilitate the creation of jobs, development of a strong workforce and overall economic growth in the Sikeston Region. This includes the development of strategic policies and initiatives, as well as the day-to-day operations of the SAEDC. The CEO is required to practically apply his or her knowledge and experience to improve current practices, develop new and innovating programs, and address complex issues facing Sikeston's residents and businesses.

The CEO is expected to have knowledge of economic development programs, including, but not limited to incentives, tax abatement programs, economic development and project financing programs, site and land development and workforce development programs. He or she should also have the capacity to establish and execute strategic plans for community economic development.

Primary Responsibilities

This is not intended to be an exhaustive list of all responsibilities, duties and skills. They are intended to provide an accurate summary of what the job classification involves and what is required to perform it.

- **Organizational Development**
 - Plans, coordinates, and provides overall direction for Sikeston's economic development efforts including long-range planning, strategic plan development, and plan review.
 - Oversees, supervises, and evaluates the work of all SRC staff. Approves hiring and termination actions as needed.
 - Manages all consultant/contractors and holds them accountable for the work they are performing for the SRC and/or SAEDC.
 - Plans and conducts regular board meetings including the development of an annual budget and regular financial reports.
 - Leads Progress with Partnership efforts.
- **Business Development**
 - Plans and implements economic development activities that lead to business retention, job creation, and capital investment.
 - Actively recruits new business and industrial opportunities that support community objectives. Coordinates all inquiries concerning potential industrial development.
 - Seeks out opportunities to retain and help existing businesses and industries expand.
 - Oversees the development of marketing strategies and campaigns to promote Sikeston as a potential location for business development.
- **Relationship Development**
 - Builds key relationships including, but not limited to federal, state, county and city elected officials and leaders; industry leaders; utilities; educational institutions; developers; various community organizations; and the business community.
 - Establishes and maintains effective working relationships with the Boards of Directors for the SRC, SAEDC and CVB.
 - Acts as a liaison for the organization with other town staff, community groups and residents.
 - Maintains strong relationship with Missouri Partnership.
- **Community and Public Relations Development**
 - Promotes local pride and encourages citizen involvement through frequent public contact.
 - Leads the task of improving the community's public image by working with community and business leaders on coordinated public relations efforts.
 - Assists in the development and implementation of regional marketing efforts.

Education & Experience

Minimum: A bachelor's degree from an accredited college or university in economics, geography, planning, political science, public or business administration, or related field.

Preferred: A master's degree from an accredited college or university in one or more of the fields named.

Experience: Three (3) years in community/economic planning and development or related area with demonstrated growth in responsibility and involvement in personnel oversight.

Ideal Candidate

Our ideal candidate must be knowledgeable of the current challenges that face rural communities, specifically those identified in Sikeston (housing, childcare, and workforce). He or she must actively participate in finding creative solutions to those challenges.

He or she should be a proven leader who will foster an environment of teamwork with open, two-way communication that is positive, reinforcing and supportive. The candidate should be productive, diligent, conscientious, timely, loyal and adhere to the confidentiality requirements of economic development projects. Additionally, he or she should apply high ethical standards, such as honesty, responsibility, and trustworthiness at all times.

Our ideal candidate must have the ability to utilize technology including proficiency in Microsoft Office, and must have website and social media experience.

He or she must be comfortable operating in political environments while remaining apolitical. Our ideal candidate must demonstrate a sense of integrity, accountability, responsibility, and commitment to the public trust through statements and actions.

The Sikeston Regional Chamber and Area Economic Development, Corp. offers a competitive salary, excellent benefits, and an environment conducive to personal growth.

Application packets are available on the Sikeston Regional Chamber's website:

www.sikeston.net/economic-development.

A resume and cover letter must be submitted in via email, mail, or in person by noon April 29, 2022.

Submit to:

CEO Search Committee
128 N. New Madrid Street
Sikeston, MO 63801
chamber@sikeston.net