



Northeast Director of Regional Services

FLSA: Exempt

Reports to: Senior Vice President, Political Engagement

Status: Full Time (40+hours) from 8:30 a.m. to 5:00 p.m. (Monday-Friday)

Salary: \$80,000-\$95,000 Annually based on experience

Location: Remote/Downtown, Columbus, OH (monthly)

References: Required (Applications will not be considered without references)

The Ohio Chamber of Commerce is seeking an experienced **Northeast Director of Regional Services** with a strong background in government, political campaigns, and community outreach to join our team. This role is essential for managing and optimizing member and stakeholder relationships to support our mission of advancing business interests within the state. As the Director of Regional Services, you will be responsible for maintaining and strengthening relationships with current and potential chamber members, elected officials, candidates, and other regional partners. Additionally, you will execute and coordinate advocacy initiatives pertaining to Ohio Chamber legislative priorities, support events and programming, and delivery of member services.

Key Responsibilities:

- Maintains effective relationships with existing members, state and local elected officials, county party chairs, and partners.
- Provides advocacy trainings and issue presentations for member companies, allied organizations and other external audiences.
- Works to increase grassroots and grassroots engagement through the Ohio Chamber Action Network including individual membership recruitment and local engagement opportunities for Action Network members.
- Assists with statehouse candidate recruitment and candidate support in their region.
- Promotes endorsement process to candidates and officeholders in their region.
- Engages in in-district opportunities to interface with General Assembly members.
- Leads Impact Ohio Regional Events in their area engaging in partnership with their regional Chambers.
- Facilitates Ohio Chamber member meetings/tours in their area.
- Fosters relationships with local and regional chambers.
- Staffs Ohio Chamber CEO at meetings and events in region.
- Provides donor leads to fundraiser and SVP of Political Engagement.
- Provides membership leads to sales team.

- Provides support to CEO Forum pods in their region.
- Provides regional support to the Ohio Chamber Small Business Council encouraging those members to engage in advocacy efforts.
- Collaborates with other Ohio Chamber staff across the organization to ensure targeted and substantive delivery of membership services.

Qualifications:

- **Education:**
 - Bachelor's degree (preferred) in Political Science, Public Policy, Communications or experience in a related field.
- **Skills and Experience:**
 - At least 3-5 years of experience in politics, grassroots, advocacy and community outreach.
 - Working knowledge of state and federal legislative process.
 - Proven ability to deliver results through leadership and collaboration with staff, members and other internal and external business partners.
 - Ability to manage and lead multiple projects from strategic planning through successful execution.
 - Excellent relationship-building, problem solving and written/ oral communications skills.
 - Ability to collaborate with diverse business partners.
 - Proficient in MS Office Suite products (Excel, Word, Outlook, Access) or similar type of products in a Windows environment.

Benefits:

- Competitive salary based on experience.
- **Insurance & Benefits:** Chamber pays 100% of employee's health insurance premium (family available), Dental, vision and Rx coverage available; Life Insurance and Short-term disability insurance offered; Parking paid; and cell phone reimbursement.
- **PTO:** 3 weeks of paid vacation, sick time, paid holidays
- **Retirement:** Matching 401(K) (4%), PLUS an employer-paid Pension Plan (8%)
- **Student Loan Repayment:** reimburses employees for their student loans: \$200 a month in the first year of employment, \$300 a month in the second year of employment and \$400 a month in the third year of employment.
- Opportunities for professional development and Salesforce certification support.
- A collaborative, mission-driven work environment.

How to Apply:

Interested candidates should submit their resume and a cover letter outlining their experience and relevant skills to arapien@ohiochamber.com by April 18.