



## Executive Director, Business Development

Market: Chicago, IL

Residency requirement: Chicago, IL

### DESCRIPTION

Community Health Charities (CHC), a team oriented, mission driven organization, seeks an entrepreneurial minded professional to join our dynamic team as **Executive Director, Business Development**. The **Executive Director, Business Development** is part sales leader and part skilled relationship manager. We seek an achiever comfortable engaging senior leaders, while effectively collaborating with individuals at various levels within an organization, with the ability to sell in any type of environment. The Executive Director, Business Development will report to the Chief Field Officer.

### ESSENTIAL FUNCTIONS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Proactively pursue new business opportunities, attain decision maker meetings and close new lines of business.
- Call on and develop new referral accounts in local market(s) with local professionals, organizations and establishments; generate prospect lists.
- Partner with VP, Corporate Partnerships, VP, Customer Solutions and Chief Field Officer to develop clear protocols and plans in new business development, target companies/organizations, corporate engagement, and to foster superior customer experiences and retention.
- Elevate visibility and positive perception of CHC brand within the market.
- Develop and/or maintain partnerships with market leaders of CHC's member charities within market area.
- Present our products and services in a confident, professional and creative manner.
- Recruit volunteers with strong networks for local market development board to create lead generation opportunities to market decision makers.
- Attend minimum of one training per year to stay abreast of trends and influential leaders, organizations and societies via attendance of conferences, networking events and local associations.
- Utilize CRM to record track successes and data including sales and retention activity.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED TO PERFORM WORK

- Self-starter
- Minimum 5 years business to business sales experience
- Demonstrated experience with employee engagement, workplace giving, sales operations, territory management and consultative sales required
- Demonstrated ability to identify emerging markets resulting in strategy recommendations to senior management
- Demonstrated ability to create strategic market plan(s)
- Exceptional interpersonal, and listening, skills required
- Microsoft Office proficiency required
- Must be strong negotiator and influencer
- Ability to thrive in self-motivated environment with little supervision
- Ability to travel as required
- Event planning experience desired
- Resident of Chicago, IL required

### EDUCATION REQUIRED

- BS/BA degree in Business or related field required; 7+ years of experience can be used in lieu of education

- Experience in healthcare and/or nonprofit sectors desired

**TO APPLY:**

Submit cover letter, resume and salary requirements to [cwilson@healthcharities.org](mailto:cwilson@healthcharities.org). Subject line should read “Executive Director, Business Development – Chicago”.

*It is the policy of Community Health Charities to provide equal employment opportunity to all qualified individuals without regard to their race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, or any other characteristic protected by law, in all personnel actions. CHC is a forward thinking organization and promotes from within.*

All employees are required to satisfactorily perform the essential duties and responsibilities of their positions. The essential duties and responsibilities listed above are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.