



Job Announcement

Membership/Events Coordinator - This position is the main link between the Chamber and its 425 members, and is responsible for all phases of event planning and management. Primary Responsibilities include, but are not limited to: Fully plans and coordinates the monthly events of the chamber, develops and implements a membership retention and expansion program, makes face to face contact with at least 10 members weekly.

Salary: \$35k - \$40k based on experience

Minimum Requirements: Minimum of 4 years of higher education in a related field, or a combination of education and work experience

Application deadline is March 30, 2018. Please send resume by mail to Cabot Chamber of Commerce, PO Box 631, Cabot, Arkansas 72023 or email to amy@cabotcc.org. A full description of the position and other information will be sent by request.