

Membership Manager

North Shore Chamber of Commerce

About the Role

The North Shore Chamber of Commerce is seeking a highly motivated, results-driven **Membership Manager** to lead new member acquisition and revenue growth. This is a **sales-first role** ideal for someone who thrives on building relationships, closing deals, and driving measurable impact.

This position is not administrative — it is a **front-line revenue generator** responsible for expanding the Chamber's membership base and strengthening its business community.

Key Responsibilities

New Member Sales & Revenue Growth

- Prospect, identify, and secure new member businesses through consistent outbound outreach
- Develop and manage a strong sales pipeline, from lead generation through close
- Spend significant time in the field — visiting local downtowns, business parks, and commercial areas to introduce the Chamber, build relationships, and generate new leads
- Conduct in-person and virtual meetings with prospective members
- Clearly articulate the value of Chamber membership and tailor pitches to business needs
- Meet or exceed monthly and annual membership sales goals

Relationship Building & Retention Support

- Build strong relationships with new members to ensure a successful onboarding experience
- Collaborate with internal team to support member engagement and long-term retention
- Identify upsell opportunities (packages, events, sponsorships, additional exposure)

Strategic Outreach

- Develop target lists across key industries and growth sectors
 - Attend Chamber events and external networking opportunities to generate leads
 - Represent the Chamber as a visible and energetic leader in the business community
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Qualifications

- 3–7+ years of experience in **sales or business development**
- Proven track record of meeting or exceeding revenue targets
- Strong communication, negotiation, and closing skills
- Comfortable with cold outreach and proactive prospecting
- Highly self-motivated, competitive, and goal-oriented
- Ability to work independently while contributing to a small, collaborative team

What Success Looks Like

- Consistently hitting or exceeding membership growth goals
- Building a strong, active pipeline of qualified prospects
- Increasing Chamber visibility and presence in the business community
- Contributing to overall revenue growth and organizational impact

Compensation

High-performing candidates who consistently exceed goals will have the opportunity to earn \$150,000+ annually.

- Base salary range: \$60,000 – \$75,000 commensurate with experience
- Uncapped commission tied directly to new member acquisition and revenue growth, plus performance-based bonuses.
- Significant earning potential for high performers

How To Apply

Email your resume, cover letter, and references to hr@northshorechamber.org.