

**WE'RE
HIRING**
JOIN OUR TEAM



Job Description:
Vice President, Business Development

Organization Overview

For over 130 years, the Los Angeles Area Chamber of Commerce represents the interests of businesses in the Los Angeles region. As the region's most prominent business organization with more than 1,000 member companies, the Chamber's vision is "A thriving Region for all." Our priorities revolve around policy development and advocacy, global engagement, and community collaboration for local and regional economic growth and mobility. For more information, visit www.lachamber.com.

Vision for the Future

Our region is on a path toward numerous opportunities that will yield economic growth, as we prepare to host the world for global sporting events. As one of the state's largest chambers, the Los Angeles Area Chamber of Commerce, a five-star accredited Chamber, is well positioned to lead with the bold policy and advocacy to realize the promise of a brighter future for the Los Angeles region.

Position Overview

The VP, Business Development is a strategic, on-site executive role responsible for unifying and leading all revenue-generating functions, including member and investor acquisition and retention, and sponsorship development.

The role is accountable for achieving annual revenue, retention, and sponsorship goals by leading people, strengthening processes, and maintaining alignment across all revenue-generating functions. This position does not manage a personal book of business; instead, it guides people, systems, and processes to create a cohesive, high-performance revenue engine.



Primary Position Purpose

Provide executive leadership for the sales, sponsorship development, and member and investor relations teams, ensuring strong coordination, consistent execution, and disciplined activity that drives revenue growth and exceptional member and investor experiences.

Key Responsibilities

Leadership, Coaching & Team Performance

- Lead the day-to-day execution of the Chamber's established sales, relations, and sponsorship processes and playbooks.
- Ensure these tools are fully understood and consistently applied to strengthen team performance, accountability, and long-term revenue success.
- Provide hands-on coaching, training, and development for all revenue-aligned teams, reinforcing disciplined and consistent use of the Chamber's processes.
- Set clear expectations, activity standards, and performance accountability rooted in the Chamber's established operating framework.
- Develop long-term staffing plans that support growth, continuity, and sustained process consistency.
- Partner with senior leadership, Marketing, Events, and Public Policy to ensure coordinated fulfillment of member and investor benefits.
- Represent the revenue teams in cross-departmental planning and help integrate processes across the Chamber to improve organizational impact.



Revenue Growth, Pipeline Management & Accountability

- Use the Chamber’s established playbook-driven systems and CRM data to oversee membership, investor, and sponsorship pipelines.
- Ensure activity expectations—calls, follow-ups, touchpoints, and relationship-building behaviors—are consistently executed according to the Chamber’s process standards.
- Leverage performance data and engagement indicators to coach teams and guide strategic adjustments that support sustainable revenue growth.

Investor Sales & Strategic Representation

- Serve as the membership team’s primary representative in investor sales meetings, ensuring that membership acquisition efforts align with the chamber’s investor engagement strategies.
- Partner with senior leadership to identify high-potential investor targets and execute strategic campaigns that generate prospective investor meetings, proposals, and new investor revenue.

Member Experience

- Ensure the relations team follows the Chamber’s activation, engagement, and renewal processes to deliver a high-touch, consistent member journey.
- Strengthen processes that connect new member activation with ongoing engagement and renewal planning.
- Foster a service-focused culture that enhances satisfaction, deepens relationships, and drives long-term retention.
- Serve as the escalation point for member concerns, providing guidance and solutions while modeling effective problem-solving for staff.



- Coordinate with senior leadership to ensure the Member Relations team's efforts align with the Chamber's broader strategic objectives.

Corporate Relations (Investor Relations & Sponsorship)

- Lead the corporate relations team, ensuring consistent application of the Chamber's investor relations and sponsorship development processes.
- Guide the creation of customized investor packages and sponsorship opportunities using the Chamber's established frameworks.
- Support proactive outreach and relationship-building efforts that grow sponsorship and investor revenue.
- Support investor recognition efforts in collaboration with marketing and communications staff.
- Serve as the escalation point for investor concerns, providing guidance and solutions while modeling effective problem-solving for staff.

General Responsibilities and Duties

- Always represent the Chamber in a highly professional and strategic manner.
- Attend chamber events, public policy forums, committee meetings, and select business community activities.
- Prepare and deliver member and investor reports, touchpoint summaries, and status updates for internal review.



Qualifications & Competencies

Leadership & Management

- Minimum 5+ years of progressively responsible experience in membership, investor relations, or business development.
- Demonstrated management experience, including supervising staff, setting performance expectations, and driving accountability.
- Proven ability to recruit, hire, onboard, and develop team members.
- Strong organizational and project management skills, with the ability to prioritize competing demands and manage departmental workflow.

Member & Investor Relations

- Established success in cultivating and maintaining executive-level relationships with business leaders, investors, and community stakeholders.
- Strong communication, consultative, and active listening skills; ability to uncover and align member or investor needs with organizational value.
- Experience guiding strategic retention, engagement, and upgrade conversations.

Professional Attributes

- High degree of professionalism and comfort engaging with C-level executives, civic leaders, and volunteers.
- Demonstrated commitment to follow-through, attention to detail, and accountability.
- Proficiency in MS Word, Excel, Outlook, and presentation software.
- Must reside in the greater Los Angeles area and have access to reliable transportation, a valid license, and proof of insurance.

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Compensation

Exempt position, \$150,000 based on experience.

Benefits: This position includes Vacation Time; Sick Time; Medical/Dental/Vision Insurance; Flexible Spending Accounts (FSA); Long Term Disability; Life Insurance, and 401(k).

Reports To: President & CEO

Classification: Full-Time

Work Environment & Physical Demands

- Professional, fast-paced, and relationship-driven environment.
- Regular interaction with investors, executives, staff, volunteers, and community partners.
- Ability to sit for extended periods and work on a computer.
- Occasional lifting of materials up to 25 lbs.
- Occasional early morning, evening, and weekend event attendance required.

Application

LAACC Contact: Carmen Torres, Human Resources Consultant (resume@lachamber.com)

Submission Requirements: Cover Letter & resume

Date Posting Expires: Until filled

The Los Angeles Area Chamber of Commerce is an equal opportunity employer, dedicated to promoting a culturally diverse workforce. All Qualified applicants will receive consideration for employment without regards to race, color, religion, gender, or national origin.

We will consider for employment all qualified Applicants, including those with Criminal Histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.