



Community Car, LLC.
25 North Pinckney
P.O. Box 1603
Madison, WI 53703
608.280.0800 phone
608.280.8108 fax
sonya@madisonenvironmental.com

Vice President Job Announcement and Application

Announcement

Community Car, LLC is seeking a Vice President who will grow the business in Madison, and lead the expansion of the organization to new communities. The candidate for this position should be driven (pun intended), entrepreneurial, passionate about improving the environment and community, business development focused, optimistic and opportunistic. Job duties for this 24/7 operation are primarily to expand Community Car through business development, sales, marketing, public relations, strategic planning and budgeting. Other duties include but are not limited to: car purchase/lease and location decisions, staff management and HR. The person best suited for this job has demonstrated experience in entrepreneurship and growing an organization and is excited to become a leader in the carsharing industry. Desired qualifications: Minimum of 7 years of experience in a service industry or a relevant business; 3-5 years management experience; bachelor's degree in business or related field; master's degree and technical skills a plus. This position requires up to 20% travel.

About Community Car

Community Car, LLC (www.communitycar.com) is Wisconsin's first carsharing organization. We're 5 years old, have more than 1,000 members, and a fleet of 17 cars and growing. The strong team at Community Car includes an operations manager, a financial administrator, a fleet coordinator and an office assistant. Our green office space is an open and creative environment in a renovated building on the Capitol Square in downtown Madison, Wisconsin. We share lunches, staff meetings and office space with our sister company, Madison Environmental Group, Inc. (www.madisonenvironmental.com).

Time Line

Our ideal start date is February 1, though applications will be accepted on a rolling basis until the position is filled. For the second round of interviews the top candidates will be asked to give a 20 minute presentation to the staff on their vision for growing and marketing Community Car, LLC.

Application Guidelines

Please submit a cover letter, resume and answers to the following questions in either the cover letter or as an attachment to the cover letter. The cover letter and answers to the following questions should not exceed three pages. Send your materials to sonya@madisonenvironmental.com.

1. Why are you interested in Community Car?
2. Why do you think it's important for people to drive less, and what are you doing to drive less?
3. What assets would you bring to this position?
4. What is the most interesting or informative book you've read in the past two years?

Contact Information

For questions contact Sonya Newenhouse, President of Community Car and Madison Environmental Group, Inc. at (608) 280-0800 or cell at (608) 220-8029.