

## **Martha C. Sauerbrey**

### **PROFESSIONAL EXPERIENCE**

#### **Tioga County Legislature**

##### **Chair of the Tioga County Legislature, 2014 to Present.**

The Chair of the Legislature, Chief Executive Officer and presides at all meetings of the Tioga County Legislature and appoints all standing and ad hoc committees. The chair is a member ex-officio of every committee and runs the day to day business of the county.

##### **Legislator, 2005 to Present.**

County Legislator from January 2005 until present representing District 2 in the County of Tioga. Committee Chair of Public Safety from 2005 to 2014. Participating in all aspects of County Government including Personnel, Administrative, Public Works committees. Attended NYSAC Conferences and a Graduate of the Dennis A. Pelletier Institute.

#### **Tioga County Chamber of Commerce**

##### **President and CEO: 1999 to 2014.**

The President and Chief Executive Officer is the Tioga County Chamber's chief paid executive and administrative officer of the organization. Responsible to the Board of Directors for a full range of activities; including, coordination of program of work, organizational structure and procedures, motivation of volunteers; income development and expenditure, membership; employment, training and supervision of staff; interpretation of policy, maintenance of quarters and long range planning.

- Preparation of the Chamber's Annual Business Plan and Program of Work.
- Budget development for all Chamber activities; assure all expenditures are within the framework of the budget; prepare monthly and yearly financial statements of income and expense and arrange for audits of the Chamber's finances as required.
- Develop, manage and assist Economic Development Projects and Community Development Projects for the Tioga County Community; interface with groups for the improvement of the commercial, industrial and civic life of the community.
- Public relations representative for the county, interaction with high level representatives from business, government and community from local, state and national organizations; develop better public understanding of the purposes and functions of the community and Chamber organization.
- Maintain and recruit membership ensuring the necessary income for the operation of the Chamber and its programs.
- Employment and supervision of staff, the assignment of their duties, the supervision of their work; the creation of such positions as needed to implement the Program of Work; develop and conduct on-the-job training programs; ensure participation in workshops and conferences. As required by the Program of Work, the President establishes appropriate positions, defines the general purpose of these and assigns duties accordingly.
- Responsible for supervision and management of Leadership Tioga Program.

#### **Tioga County Economic Development & Planning**

Economic Development Zone Coordinator/Economic Development Specialist: 1998 – 1999.

- Responsible for administration and implementation Economic Development Zone (EDZ) in Tioga County.
- Coordinated the delivery and monitoring of all services provided by the EDZ program including job training, economic development financial incentives, and minority business development.
- Worked with individual business to explain the benefits of locating and/or expanding their operating in the Zone. Provided project-specific detailing of EDZ benefits to industrial and commercial prospects. Prepared, submitted and tracked all necessary documents for client businesses to qualify for EDZ and State benefits.
- Responsible for the preparation of Zone annual budget, provided necessary reports to New York State and authored appropriate marketing literature.

**New York State Senator Thomas W. Libous**

Operations and Communications Coordinator: 1989 – 1998.

- Managed all facets of operations covering 51<sup>st</sup> Senate District serving Broome, Tioga and Chenango Counties including community relations, media announcements, and communications and problem assessment/resolutions at multi-site facilities.
- Initiated and developed procedures and managed multiple community programs including Economic Development and Community Development projects.
- Administered personnel and grant programs.
- Represented Senator at public forums, participated in panel discussions addressing concerns.
- Liaison to state agencies and elected officials encompassing all areas of New York State. Established and maintained cohesive relations with peers and constituency.
- Enhanced public relations by increasing public awareness and visibility of critical community issues through coordinated of effective media converge.
- Reviewed correspondence and wrote responses to questions and concerns.
- Coordinated and facilitated public access to service agencies and community resources.

*EDUCATION*

Graduate course work, Elmira College, Elmira, NY  
BS, Business, Management & Economics, SUNY Empire College, Binghamton, NY  
Kellogg Leadership Program, Binghamton University, Binghamton, NY

*BOARDS*

*Co-Founder Institute for Advancement, Tioga County*  
Co-Founder Leadership Tioga  
Co-Founder of Tioga Women Lead  
Chair of the Board, NYSAC Women's Leadership  
NYSAC President Board of Directors  
NYSAC Board of Directors  
NYMIR Board of Directors