



Job Description

Job Title: Vice President, Military & Defense Programs
Reports To: President, EFI
FLSA Status: Exempt
Salary: \$80,000-95,000

BASIC PURPOSE:

This job is responsible for oversight of Florida's military and defense programs, including administration of the Florida Defense Support Task Force (FDSTF); Florida Defense Alliance (FDA), and other initiatives as required.

ESSENTIAL ACCOUNTABILITIES or TASKS:

- Lead the EFI military and defense team in providing staff support and expertise to all state of Florida initiatives to preserve, protect and enhance Florida's military installations and missions.
- Supervise the operations and support of the Florida Defense Support Task Force. Lead and supervise the efforts of the Executive Director of the FDSTF in support of the mission to protect Florida's military installations.
- Serve as EFI's executive director of the Florida Defense Alliance (FDA). Provide leadership, guidance, strategic planning, meeting planning and execution, working group support and promotion of FDA initiatives to ensure a coordinated state effort.
- Act as the state's subject matter expert and liaison to the Governor's Office, the State Legislature, and the Florida Congressional delegation on Florida defense matters. Coordinate with State agencies on defense-related issues in their respective departments and assist their efforts when appropriate.
- Serve as spokesperson and subject matter expert at Base Commander's Meetings, representing EFI and coordinating with the Governor's Office, the FDSTF, and DEO.
- Oversee the military and defense budget including administration of the Task Force Defense Grant Programs and ensure deadlines are met, and laws and regulations followed.

SUPERVISION:

Leader, Military and Defense Programs; Executive Director, Florida Defense Support Task Force (FDSTF); Grants Coordinator (FDSTF); Administrative Assistant, Military and Defense Programs;

ACCOUNTABILITY: Impact and Scope:

No financial or other measurable accountabilities have been identified for this position

MINIMUM QUALIFICATIONS REQUIRED:

- Bachelor's degree in business, economic development or other related course of study
- Strong knowledge and expertise in military systems, processes, procedures and operations.
- Strong verbal and written presentation skills.
- Proficiency level with Microsoft Office applications.
- Understanding of and experience with contract management, accounting systems and principles of the defense industry.
- Demonstrated experience handling multiple and diverse client agendas.
- Demonstrated experience in roles that required influencing skills.

PREFERRED QUALIFICATIONS:

- Substantial field grade military officer experience.
- Federal and state legislative knowledge and experience.
- Economic development experience.
- Knowledge of federal and state government operations and processes.

Send resume with salary history to: hrdirector@enterprisefflora.com

EFFI is subject to the Public Records Law and the Sunshine Law; therefore, submissions to this job announcement could be subject to public disclosure.