

# FLORIDA SPORTS

**F O U N D A T I O N**

## Job Announcement

**Job Title:** Florida Sports Foundation President and Senior Vice President  
Enterprise Florida Inc.  
**Location:** Tallahassee  
**Salary Range:** \$80,000 - \$130,000

Florida Sports announces a search for the position of President, who will be charged with coordinating the Promotion and Development of Florida's fifty-seven (57) billion dollar sports industry for the State of Florida.

### **DUAL DIRECT REPORTING TO:**

Secretary of Commerce, President & CEO Enterprise Florida Inc.  
Florida Sports Foundation Board of Directors

### **ESSENTIAL RESPONSIBILITIES and TASKS:**

- Coordinating the Promotion and Development of Florida's sports industry for the State of Florida as President of Florida Sports Foundation, (hereinafter FS), and Senior Vice President of the Enterprise Florida, Inc. (hereinafter, EFI) Sports Development division.
- Supervise and exercise general and active management of the administrative business affairs of the FS with such duties to include, but not limited to, directing, employing and terminating all FS employees, to determine staff compensation, and to engage support service, including, but not limited to, publishers, event managers, public relation and marketing firms, subject to specific guidelines, directives and budgetary limitations as established by the FS Board of Directors; as well as complete assignments by EFI, EOG, DEO.
- Attend to the day-to-day operations of FS.
- Create and optimally implement a Strategic Plan and Operating Plan for FS, and a Marketing Plan for the promotion and development of the Florida Sports Industry, including the annual fiscal budget, which, when approved by the FS Board of Directors, will constitute the full operating budget for FS.
- Provide a quarterly performance accountability report to the Board of Directors of FS and to EFI, and any other requested reports or information.

- Supervise and undertake those specific efforts necessary to ensure FS compliance with the Sports Division responsibilities in the annual contract between EFI and the Department of Economic Opportunity.
- Serve as an ex-officio member of the FS Board of Directors, an ex-officio member of the FS Board of Director's Executive Committee, and as the FS's liaison to the EFI Board of Directors meetings and the Florida Sports Commissions and Authority offices and Economic Development Organizations.
- Comply with the FS Articles of Incorporation, by-laws and mission statement; the Florida Public Records Law; the Florida Government in the Sunshine Law; the Florida Code of Ethics for Public Officers and Employees, and all EFI Policies and Procedures.
- Perform any reasonable duties and responsibilities consistent with the mission of FS at the behest and approval of the FS Board of Directors and the President of EFI.

**REQUIREMENTS:**

- Must possess a Bachelor's degree, preferably in marketing, public relations, sports administration, business administration or related field.
- Must have a minimum of three (3) years progressive experience in the Sports Industry, Government Relations, Community Relations or related field.
- Must have knowledge of the structure of Florida's Sports Commissions and Florida's Major and Regional Grant Programs.
- Must have experience working with Governmental entities.
- Must have excellent verbal and written communication skills.

Send resume with salary history to: [hrdirector@eflorida.com](mailto:hrdirector@eflorida.com)

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