



## Job Description

**Job Title:** Vice President, Business Development  
**Department:** Business Development  
**Reports To:** SVP Business Development  
**FLSA Status:** Exempt  
**Salary Range:** \$85,000-\$100,000

### **BASIC PURPOSE:**

The Vice President, Business Development is responsible for managing the company's business development group for all projects domestic and international related, expansion and retention activities for Florida's targeted industries, as well as developing and / or overseeing strategies and alliances that foster industry and partner growth.

### **ESSENTIAL ACCOUNTABILITIES or TASKS:**

- Spearheads and manages EFI's statewide business intelligence unit; which includes a company database, a high-level partner network, and reporting.
- Oversee the research of required local information and facilitate the connection of community leaders, economic development partners and state agencies with the prospect or consultant
- Responsible for developing and maintaining partner relationships with local economic development organizations
- Manage the development and productivity of the business development project manager team.
- Ensures that technology assets for research, reporting and outreach meet the requirements of the division. (i.e Salesforce, D&B, LinkedIn, IBIS)
- Translates strategies into specific goals, tactics, action plans and deliverables. Implements plans and holds self and others accountable for results
- Proactively assist in the recruiting businesses to locate in Florida.
- Proactively identify and solicit the interest of businesses that could expand a facility in Florida
- Determine and analyze the location criteria of the business and prepare a formal presentation of appropriate Florida communities
- Plan, coordinate and guide company officials on confidential or overt site and community tours

- Provide input into planning, marketing trips, direct mail campaigns, promotional activities and other prospect development activities
- Identify companies potentially at risk of leaving the state
- Develop and participate in business retention activities (i.e., focus groups, counseling, etc.) targeting existing businesses
- Prepare and present proposals to company executives on the incentive packages structured for their specific project
- Act as a champion for the client and create a client-focused work environment, ensuring that all decisions and actions are driven by and focused on the client
- Demonstrate business acumen by understanding how businesses work – how organizations develop strategy, utilize technology, serve clients, succeed against competition
- Build high-performing teams by selecting and retaining the right team members and providing the team with the appropriate direction, empowerment, resources, training, and feedback
- Proactively guides individuals and teams to achieve results; accurately assesses strengths and development needs of team members; provides feedback, mentoring, helpful counsel and opportunities for development to help each team member achieve his/her full potential
- Generates energy and enthusiasm in the team, creating a positive energy around the future. Inspires the team to believe in what they are doing and to follow his/her lead, even in the face of challenge
- Develops strong interpersonal alliances at appropriate levels, both within and outside the organization; builds solid relationships characterized by mutual respect, understand and trust
- Challenges the status quo and champions new initiatives; acts as a catalyst of change and stimulates others to change; paves the way for needed changes and improvements that significantly improve speed, productivity, efficiency and the client experience
- Makes difficult decisions under pressure, balancing the need to gather detailed information and perform analysis, with the need for timeliness
- Proactively leverages ideas, insights and relationships to generate new and incremental business for EFI; utilizes existing client base and network as a means of improving client acquisition and retention

**SUPERVISION:** Senior Director, Directors, Managers and Associates

**ACCOUNTABILITY: Impact and Scope: No financial or other measurable accountabilities have been identified for this position**

## **MINIMUM QUALIFICATIONS REQUIRED:**

- Bachelor's degree in economics, business administration or related course of study
- Four years experience in economic development
- Intermediate level competence with Microsoft Office applications
- Demonstrated experience utilizing influencing and presentation skills

## **PREFERRED QUALIFICATIONS:**

- Master's degree
- Experience with government or not-for-profit agency operations and processes
- Certified Economic Developer

*Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.*

*We are an equal opportunity employer and consider all qualified applicants equally without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability status.*

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

***Please apply for this position to [HRDirector@EnterpriseFlorida.com](mailto:HRDirector@EnterpriseFlorida.com) or through the job posting on Indeed.***