



**Title:** President/Chief Executive Officer (CEO)

**Status:** Full time Exempt (salaried)

**Supervisor:** Chair, Board of Directors

**Position Purpose:**

The President/CEO is responsible for the strategic direction and execution of strategies relating to the Aerospace Center for Excellence (ACE) and SUN 'n FUN Aerospace Expo. In short, the President/CEO's role is to ensure the entire organization is dedicated and committed to the mission of, "Engage, Educate & Accelerate the next generation of Aerospace Professionals."

**Position Summary:**

The President/CEO will provide leadership and strategic vision to the organization. Executive leadership in this position requires overseeing the two primary components of the organization: STEM Education and Events. **STEM Education**, in this context, means supporting industry-leading STEM education and scholarship programs to thousands of young men and women each year. **Events**, in addition to the signature annual SUN 'n FUN Fly-in, includes year-round and wide-ranging events suitable for the facilities offered on the campus. These events are the primary source of revenue to support the education component of the not-for-profit mission. He/she will install operational, managerial and administrative procedures, reporting structures and operation controls to the organization. The President/CEO will effectively communicate and foster growth among the executive team and all employees. This is a vital leadership role that will drive results, spur growth, and increase the overall efficiency of the corporation.

**Principal Duties and Responsibilities:**

**I. General**

- Provide overall leadership of staff in the development and implementation of short- and long-range plans and policies.
- Oversee the financial management of the corporation, including the development and implementation of the annual budget.
- Develop and implement the annual business plan of the corporation as approved by the Board of Directors.
- Create effective measurement tools to gauge the efficiency and effectiveness of internal and external processes.
- Forge strategic partnerships and relationships with clients, vendors, banks, donors, and all other professional business relationships.
- Ensure that the organization maintains active, effective liaison and public relations program with the community, industry partners, volunteers, sponsors and vendors.

**II. Direct ACE and Associated Education Programs**

- Direct the primary focus towards the mission to: **"Engage, Educate & Accelerate the Next Generation of Aerospace Professionals."**

**Re: ACE/Sun 'n Fun President CEO JD**

- Ensure the continuation of top-quality, industry-leading STEM education and scholarship programs.
- Provide executive leadership over the operation of Skylab and the Florida Air Museum, ensuring the preservation of the rich history of aviation.
- Act as an ambassador for ACE goals by reaching out to aviation, government, education and business institutions, telling the story of the organization's goals of STEM education and developing the next generation of aerospace professionals.
- Maintain a close relationship with the Polk County School Board and the faculty of the Central Florida Aerospace Academy (CFAA).
- Encourage and support educational forums in conjunction with the SUN 'n FUN Aerospace Expo, Florida Air Museum, and other groups seeking to advance the interests and knowledge of the Aerospace industry.

**III. Produce World Class Events**

- Lead the annual planning and conduct of the annual SUN 'n FUN Aerospace Expo.
- Maximize revenue to support the overall mission of the organization through attracting year-round events to the ACE/SUN 'n FUN campus.
- Seek other revenue sources through grants and fundraising campaigns.
- Ensure that such events include Career Fairs, Family Fun Zones, and STEM activities.

**Required Qualifications:**

- Bachelor's Degree from an accredited institution
- Minimum of 5 years of executive-level experience in budgeting, strategic planning, and financial management
- Licensed private pilot
- Knowledge of the aerospace industry
- Demonstrated success at communicating with others: to include co-workers, board members, government and elected officials, the public, business leaders, and educators.
- Demonstrated advocacy of volunteerism and community engagement
- Demonstrated supporter of STEM and aerospace education

**Preferred Qualifications:**

- Working knowledge of 501(c)3 organizations
- Experience in fundraising and grant writing
- Familiarity with the SUN 'n FUN Aerospace Expo
- Familiar with the legislative process and federal and state regulations affecting the aerospace industry
- Master's Degree

**Special Provisions:**

- Some travel will be required
- Must reside in reasonable commuting distance to the ACE/SUN 'n FUN Campus