

Executive Director Oregon Convention Center

The Oregon Convention Center (OCC) is the largest convention facility in the U.S. Pacific Northwest, hosting over 500 events annually that attract a half million visitors. OCC is one of a family of visitor venues owned and/or operated by Metro, the regionally elected government for the Portland, Oregon tri-county metropolitan area. Other venues include the Portland Center for the Performing Arts, the Portland Metropolitan Exposition Center and the Oregon Zoo. Metro has an immediate need for an Executive Director to lead and manage the Oregon Convention Center.

OCC has been in operation since 1990 and contributes \$450 million+ in economic benefit to the region each year. An industry leader for its sustainability practices, OCC was the first convention center in the country to be certified LEED-EB and recertified LEED-EB Silver. The OCC has earned numerous achievements and honors including the prestigious Venue Excellence Award in 2010. For more information go to: <http://www.oregoncc.org>

Reporting to the General Manager of Visitor Venues for Metro, the Executive Director will be a member of the Metro Senior Leadership Team and serve as OCC's primary representative to clients, government officials, community partners and other stakeholders. This individual will be responsible for developing and implementing goals and strategies that ensure sound service oriented day to day management, building maintenance and operations, and long term financial success while attracting inter/national convention and meeting clients. Leadership of a management team that includes sales/marketing, operations, events and guest services, and food/beverage services as well as oversight of all accounts, contracts, labor and financial issues related to the facility and its various departments. Responsible for overseeing capital expenditure projects and ensuring the facility and infrastructure maintenance meet all standards of public safety, accessibility, and environmental sustainability. Position requires cross-functional partnering with state and local convention and tourism bureaus, destination marketing organizations and other visitor venues and Metro departments.

Qualifications include at minimum a BA degree in business, public relations, hospitality or a related field. Advanced degree is a plus. Minimum of 8+ years of experience managing a public facility within the convention, exhibition/meeting, hospitality and/or tourism industries. A minimum of 5+ years in a senior management role. Advanced knowledge and skills related to the operational aspects of managing a large facility and fiscal management including budgets and expense control. Strong skills in building consensus among diverse groups and working with various interest groups including government, business, and the media. Leadership presence, superior communications skills and interpersonal skills are essential. Commitment to developing and implementing sustainable operational and business practices.

Metro is an EO/AA/ADA employer committed to cultural diversity and offers an attractive compensation package. All interested candidates must apply online with a cover letter and resume at: <http://mbljobs.iapplicants.com/> . If necessary, you may send your resume to MBL Group by mail or email to: Metro OCC c/o MBL Group, LLC, Attn: Paul Barber 10121 SE Sunnyside Rd., Suite 329 Clackamas, OR 97015 email: employment@mblgroup.com