



Job Description

Job Title: Regional Manager, Intl Trade Development - Tampa
Department: International Trade Development
Reports To: VP, International Trade & Field Operations
FLSA Status: Exempt
Pay Band: E (\$65,000 - \$82,000)
Approved By: TJ Villamil
Approved Date: July 2023

BASIC PURPOSE:

This job is responsible for the promotion of exports with export-ready manufacturers and other companies through counseling, implementation of SelectFlorida export promotion programs and a synergy of promotional programs with other economic development and strategic alliance partners. The position is funded by FloridaCommerce and assigned to SelectFlorida.

ESSENTIAL ACCOUNTABILITIES or TASKS:

- Manages the Tampa Bay, Regional Field Office with a territory of 10-ten counties for SelectFlorida.
- Through pro-active marketing and outreach efforts develop a clientele of export-ready manufacturing and other firms that are able to utilize SFI's export programs.
- Counsel targeted companies to upgrade their knowledge of export markets, export marketing and the export process.
- Strategize, promote and then recruit targeted companies to participate in SFI's market site trade event program.
- Provide market information, counseling and troubleshooting assistance to Florida companies, in order to generate export sales and to expose them to SFI trade leads.
- Promotes and encourages to targeted companies the utilization of federal export promotion programs, especially the US Department of Commerce.
- Pro-actively advocates Florida's international advantages and SFI services through participation in international conferences, seminars and workshops – through speeches, presentations and panel discussions.
- Implements selected strategic challenges industry trade fairs on a global scope. This requires overall event management that includes market planning, promotion, recruitment of manufacturers, trade results and coordination on a cost recovery basis.
- Act as community liaison and resource for business recruitment and retention and other related SFI and FloridaCommerce programs and activities, as warranted.

SUPERVISION:

Not applicable.

ACCOUNTABILITY: Impact and Scope:

Responsible for achieving specific and measurable objectives toward the achievement of the International Units performance measures, as assigned in the annual performance plan.

MINIMUM QUALIFICATIONS REQUIRED:

- Bachelor's degree in international business, marketing, finance or international relations.
- Five years experience in international business or international business development.
- General knowledge of domestic and international business practices and export processes.
- Communication capabilities that include verbal, written and presentation skills.
- Experience with the development and execution of international business strategies.
- Requires 25% travel both domestically and internationally.

PREFERRED QUALIFICATIONS:

- Competency in a second, relevant language.
- Knowledge of country-specific foreign markets and customs.
- Demonstrated influencing and negotiating skills.
- Knowledge of factors and processes that characterize the international business operations of Florida firms.
- Public speaking skills.

TO APPLY CONTACT:

Pauline Jacobs, Vice President, HR
SelectFlorida (Formerly Enterprise Florida)
800 N. Magnolia Ave., Suite 1100
Orlando, FL 32803
Email: pjacobs@enterpriseflorida.com