ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY

Invites your interest in the position of:

EXECUTIVE DIRECTOR





About the Orlando-Orange County Expressway Authority (OOCEA)

The Orlando-Orange County Expressway Authority (OOCEA) is an agency of the state of Florida created in 1963 by the Florida Legislature for the purpose of the construction and operation of an expressway road system in Orange County. The Authority Board is composed of five members, three of whom are appointed by the Governor. The remaining two are the Mayor of Orange County and the Florida Department of Transportation District Five Secretary.

The Expressway Authority owns and operates 105 miles of roadway in Orange County. The roadways included 22 miles of State Road 408 (Spessard L. Holland East-West Expressway), 23 miles of State Road 528 (Martin Andersen Beachline Expressway), 33 miles of State Road 417 (Central Florida GreeneWay), 22 miles of State Road 429 (Daniel Webster Western Beltway) and five miles of State Road 414 (John Land Apopka Expressway). Planning is underway for the northern extension of SR 429, known as the Wekvia Parkway. Introduced in 1994, the Expressway Authority operates an electronic toll collection system known as E-PASS, one of the first of its kind in the United States. More than 500,000 central Florida residents have E-PASS. It's the mission of the Expressway Authority to implement an expressway system that will

OOCEA BOARD MEMBERS



WALTER A. KETCHAM, JR. -CHAIRMAN



SCOTT BATTERSON - VICE CHAIRMAN



TANYA J. WILDER - BOARD MEMBER



TERESA JABOBS - MAYOR, ORANGE COUNTY, EXOFFICIO SECTRETARY/TREASURER



NORANNE B. DOWNS, P.E., -DISTRICT 5 SERCETARY, FDOT, EXOFFICIO



improve the mobility and quality of life in Central Florida and provide access to major economic centers consistent with growth management and environmental objectives and to accomplish this mission in a manner which is financially sound and cooperative with other modes of transportation and governmental jurisdictions.

The Expressway Authority's projects and programs over the next five years will create, improve and sustain nearly 16,500 total jobs or 3,300 jobs per year for our community. Those numbers equate to approximately \$800 million in wages and income to central Florida.

The Orlando-Orange County Expressway Authority continues to set the pace for toll authorities in Florida. The Authority met or exceeded all 17 performance measures set by the Florida Transportation Commission this past fiscal year.

More information about the Orlando-Orange County Expressway Authority can be found online: www.ExpresswayAuthority.com.

The Orlando-Orange County
Expressway Authority continues
to set the pace for toll authorities
in Florida. The Authority met or
exceeded goals set by the Florida
Transportation Commission on all
16 of the measures reported. This
evaluation continues the trend of
strong historical performance and
clearly shows the Expressway
Authority is one of the top
performers in the state.

Toll Operations Construction ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY ENGINEERING, OPERATIONS, CONSTRUCTION & MAINTENANCE Maintenance Program Management Expressway Operations GENERAL COUNCIL Contracts Compliance **BOARD MEMBERS** EXECUTIVE DIRECTOR FINANCE Finance & Accounting INTERNAL AUDIT Human Resources Procurement **ADMINISTRATION** Public Relations & Communications Business Development Information Technology PRESSWAY UTHORIT

About the Position of Executive Director and the Job Requirements

ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY

DATE: February 8, 2010 (Revised February 22, 2012)

POSITION: **Executive Director**

DEPARTMENT: Executive

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JOB SUMMARY

The Executive Director is the chief administrative and technical officer of the Agency and reports directly to the Authority Board. The Executive Director oversees all of the activities of the Agency and shall:

- 1. Provide the most convenient, safest and economical expressway possible with the limited resources allocated;
- 2. Establish and maintain effective communications with customers, Board members, employees, consultants and coordinating agencies;
- 3. Complete approved plans, programs and contracts as scheduled and budgeted;
- 4. Maximize benefits from funds expended; and
- 5. Fully Implement the policies, systems, standards, and specifications adopted by the Authority.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- 1. Identify policy and planning issues and make recommendations for Board consideration
- 2. Prepare and recommend programs and finance plans for expressway expansions and improvements
- 3. Prepare and recommend programs and budgets for the operation and maintenance of existing facilities
- 4. Direct and control Authority operations in accordance with approved policies, plans, programs and budgets
- 5. Prepare and distribute periodic status reports comparing planned and actual accomplishments to the Board
- 6. Report problems and corrective actions taken to the Board
- 7. Provide public information programs to communicate expressway activities to customers
- 8. Establish and maintain communication and coordination with appropriate local, state and federal agencies
- 9. Provide employees with work plans, programs, budgets, and contracts
- 10. Provide staff with timely decisions on policy, program and budget matters
- 11. Provide adequate descriptions of staff responsibilities, authorities and scope of operations
- 12. Approve contracts within the limits established by the Procurement Policy
- 13. Provide the facilities and equipment needed for the effective day-to-day operation of the Authority's business

MINIMUM EDUCATION, CERTIFICATION AND EXPERIENCE REQUIREMENTS

Education: Graduation from an accredited college or university with a Bachelor's Degree is required.

Experience: The Executive Director must have at least eight (8) years of experience in the effective financial and operational management of a highway system. This experience preferably will include oversight of most or all of the following areas: planning, design, construction, maintenance, operations and toll roads operations. Experience should also include managing services provided directly by Authority employees as well as by employees of contractors.

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REQUIRED SPECIAL STRENGTHS

- Proven executive level manager with strength in finance (both capital and operations)
- Critical path project management
- · Effective operations and project management with both direct employees and consultants
- An effective agent on behalf of the Authority with a variety of critical stakeholders including other governmental agencies, businesses, community leaders, customers and the media
- Politically astute and sensitive
- A visionary who is creative, innovative and proactive
- A strong customer focus
- Impeccable professional and personal ethics with a commitment to full transparency
- Excellent verbal and written communications skills including public speaking
- A skillful negotiator

License or Certificate: None required; however, a license by the State of Florida as a Professional Engineer would be a plus. Required to provide and maintain proof of a valid Florida's driver's license and car insurance.

Compensation

The compensation for the OOCEA's next Executive Director is anticipated to be competitive and includes an excellent fringe benefit package. The starting salary is dependent on the selected individual's qualifications and match with the desired attributes being sought by the Board. OOCEA will pay reasonable and customary moving expenses.

To Apply

Please send a detailed cover letter and resume with current salary by May 18, 2012 to:

Robert E. Slavin, President

SLAVIN MANAGEMENT CONSULTANTS

3040 Holcomb Bridge Road; Suite A-1 Norcross, Georgia 30071 Phone: (770) 449-4656

Fax: (770) 416-0848
e-mail: slavin@bellsouth.net
www.slavinweb.com



OOCEA IS AN EQUAL OPPORTUNITY RECRUITER/EMPLOYER

Note: Under Florida Law, resumes are public documents and will be provided to the media upon request. Please call prior to submitting your resume if confidentiality is important to you.

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