



PIKES PEAK INTERNATIONAL HILL CLIMB EXECUTIVE DIRECTOR

Job Description: Executive Director

Employer: The Pikes Peak International Hill Climb, a 501(c)(3) non-profit organization

Reports to: Chairman of the Board, Pikes Peak International Hill Climb

Job Classification: Full-time, exempt

Salary Range: \$65,000-\$95,000 depending upon qualifications and experience with incentive bonus opportunity

Benefits include: Medical, Dental, Vision, Paid Time Off and 403(b) – Other benefits may be available

Primary Duties and Responsibilities:

- Implement and drive the PPIHC mission statement - The PPAHCEM is a non-profit 501(c)(3) organization and serves to promote and develop educational awareness of advancements in motor sports technology and automotive engineering while maintaining and preserving the history of the PPIHC. The PPAHCEM exists to demonstrate the advancements in the practical application of motorsports technology while continuing to be a premier, international racing event.
- Manage the day-to-day operations of PPIHC.
- Manage and lead full-time staff, ten contract workers, forty committee members and 250+ race week volunteers
- Review and manage all PPIHC media licensing inquiries.
- Prepare, present, and adhere to PPIHC's annual budget, as approved by the Board of Directors.
- Cultivate, maintain, strengthen, and expand mutually beneficial relationships with major sponsors, philanthropic organizations, local and regional governmental entities, and other non-profit organizations.
- Organize and execute the PPIHC, and all ancillary events, through strong leadership, collaboration and strong decision-making skills.
- Develop and implement strategic plans to facilitate the event, including but not limited to, commercial licensing, sponsorships and contract fulfillment, media relations and credentialing, spectator viewing and ticket sales, competitor registration and communication, volunteer coordination, safety protocols, marketing and PR.
- Propose and create metrics to evaluate event effectiveness – budget adherence / attendance / economic impact from tourism, media coverage, etc.
- Serve as a major collaborator, negotiate and manage agreements with more than 100+ public, nonprofit, and government organizations including the City of Colorado Springs and Pike National Forest.

Minimum Qualifications:

- Bachelor's Degree in Business Administration, Finance, Marketing, Project Management or related field of study. (Preferred)
- 8+ years' experience and knowledge of the sports industry or equivalent employment showing progressive responsibility.
- Demonstrated strategic planning successes.
- Large-scale event planning and execution experience.
- Demonstrated servant leadership qualities and communication skills in tune with today's workforce including:
 - Leading from the front and from behind
 - Capable and willing to take on all tasks from hosting dignitaries to event load in/ out

- Leads by example, listens to the team, and provides vision, direction, and inspiration for all PPIHC employees, interns, race officials, volunteers, board members and other constituents
- A track record of successful collaboration with Board members and other volunteer leaders
- Outgoing, personable, and polished presentation skills
- Knowledge of the Pikes Peak Region, its community organizations and leadership (Preferred).
- To perform this job successfully, an individual must be able to lift (a minimum of 50 pounds), stand and sit. Will work in an office environment and in environments exposed to the elements and at high altitude.
- The individual must be willing to work flexible and unique hours, especially during race month.
- Must be able to operate a motor vehicle and have a valid driver's license with an acceptable driving record for the purpose of onsite work at various events.

Submission Information:

- The Pikes Peak International Hill Climb is an Equal Opportunity Employer, including veterans and individuals with disabilities.
- Submit cover letter and resume to: careers@ppihc.org not later than October 15, 2021 (letters of recommendation are not necessary and/or will not be reviewed).
- All applications will be acknowledged and remain confidential.
- Face-to-face interviews will be conducted with the finalists in Colorado Springs in early November, 2021.