



Title: Senior Vice President, Business Development Programs & Execution

Department: Business Development Programs & Execution

Business Unit:

Reports to: Chief Operating and Performance Officer

FLSA: Exempt

Pay grade: 9

Last updated: 01/2026

Position Summary

The SVP, Business Development Programs & Execution is responsible for the leadership and executive direction of the Strategic Accounts, Business Development Incentives and Real Estate units for the Michigan Economic Development Corporation (MEDC). This position ensures collaborative efforts between project/deal generation and integration of compliance through operational oversight for business development financial incentive package life cycle. This role leads, oversees, and directs processes and procedures to structure business development deals and is accountable for ensuring cross-organizational collaboration on business development projects/initiatives. The role provides executive direction of all real estate development activities and collaborates with organizational resources, as needed. This role works with MEDC Executive Committee, Michigan Strategic Fund Board members, and the Executive team to accomplish the strategic goals and objectives of the organization.

Position Progression

Title	Pay Grade	FLSA
SVP, Business Development Programs & Execution	9	Exempt

Principal Duties and Responsibilities

These duties and responsibilities are judged to be "essential functions" in terms of the Americans with Disabilities Act or ADA. The below statements are intended to describe the general nature and level of work being performed by a person in this position. They are not to be construed as an exhaustive list of all duties that may be performed by such a person.

Title	Principal Duties and Responsibilities
SVP, Business Development Programs & Execution	<ul style="list-style-type: none">• Leads and directs the work of the Business Development Programs & Execution division to ensure that objectives and results are aligned with organizational goals and overall MEDC strategy and vision.• Provides executive oversight and programmatic direction to divisional leadership; develops/implements budgets and directs strategic activities around targeted activities.• Develops, implements and oversees all business development programs.• Makes strategic decisions on attraction pipeline and project support by MEDC, in collaboration with SVP of Regional



Title	Principal Duties and Responsibilities
	<p>Prosperity and SVP of Market Growth & Business Attraction.</p> <ul style="list-style-type: none">• Presents and/or testifies to external groups, including, but not limited to the Michigan Strategic Fund Board, the Michigan Legislature (including committees and subcommittees thereof), and local municipal boards and authorities.• Works with the Strategic Planning team and MEDC leadership to develop, maintain and refine the strategic vision for business development and real estate programming and activities.• Fosters and maintains key business development relationships through attendance at key functions, on-going communication and education efforts.• Develops and implements long-term vision and short-term strategies to oversee location-based business services and real estate development opportunities.• Oversees, directs and monitors the implementation of real estate and site development programs.• Oversees, directs and monitors processes and procedures for business development transactions.• Responds to and/or directs inquiries related to MEDC programmatic activities.• Negotiates and directs business development grants, contracts, loans and investments for the MEDC. <p>Performs other related duties as directed.</p>

Supervisory Responsibilities:

The position has supervisory responsibilities.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly sits, uses their hands, talks, and listens. Occasionally, they stand, walk, reach, and bend. They may need to lift or move up to 10 pounds. Specific vision abilities required include close vision and the ability to focus, especially when working on a computer screen and with small numbers.

Work Environment:

This job operates in a professional office environment with moderate noise and activity. Frequent travel is required and possible extended hours past 8:00 a.m. – 5:00 p.m.



Employment Qualifications

The qualifications listed below are guidelines for selection purposes; alternative qualifications may be substituted if sufficient to perform the duties of the job.

Education:

This position requires a bachelor's degree from a four-year college or university in Business, Finance, Economic Development, Public Policy, Public Administration or related field; or a combination of education and experience.

Experience:

Title	Experience
SVP, Business Development Programs & Execution	Ten years of related experience and/or training in economic development, business finance, project management, or practicing law in the public or private sector.

Certificates, Licenses, or Registrations:

None required.

Other Knowledge, Skills, and Abilities:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Ability to provide strategic thinking to the business development mission and objectives to ensure creative solutions for variables of the incentive/deal creation to meet or exceed the stated goal.
2. Ability to exercise judgment within generally defined practices/policies in selecting methods and techniques for obtaining results.
3. Ability to read, analyze, and interpret technical journals, legal and contractual documents, and financial reports.
4. Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems.
5. Ability to deal with a variety of abstract and concrete variables.
6. Ability to function with keen attention to detail.
7. Ability to function with strong written and verbal communication and negotiation skills.
8. Ability to function with strong research skills.
9. Ability to write reports, business correspondence and procedure manuals.
10. Ability to effectively present information to top management, public groups, and/or boards of directors.
11. Ability to write speeches and articles for publication that conform to prescribed style and format.
12. Ability to effectively use common business computer software such as word processing, database, spreadsheet, and presentation software.
13. Ability to effectively lead, manage, and direct individuals and/or teams.