

MSP Track Operations General Manager

INCUMBENT: Vacant
REPORTS TO: MSP Executive Director
LOCATION: Bowling Green, KY
STATUS: Full-time, Exempt
DATE: Open Until Filled



TO APPLY: Please submit a cover letter, resume, and three professional references to HR@corvettemuseum.org.

DESCRIPTION

The MSP Track Operations General Manager is responsible for managing the operations of the MSP racetrack including the track schedule and rentals, race events and test day schedules, registration and licensing, rental contracts, and insurance. This position is also responsible for overseeing the fire/rescue, corner marshal, and EMS teams as well as administering self-promoted events, high performance drivers education (HPDE), competitor communication, and registration.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Oversee track operations, working closely with the MSP Executive Director to ensure that all events are carried out in accordance with industry standards to provide a superior experience while maintaining a reputation for safety and consistency.
- Manage and oversee the track rental schedule, driving programs, coaching, contracts, insurance, and the appropriate ancillary staff necessary to execute events.
- Deliver on business growth year over year in track rental and experiential programming.
- Develop and support MSP budgets for track and experiential products ensuring a growth business model.
- Maintain labor and scheduling to support a fiscally minded business approach.
- Ensure teams are delivering on documented track, vehicle, and other critical safety inspections daily.
- Maintain educational curriculum for driving programs offered by MSP and ensure all personnel are fully trained with documentation.
- Work closely with car & motorcycle clubs and other potential facility renters to ensure MSP provides continuous improvement of the on-site experiences.
- Serve as the main point of contact for race organizations and track day providers. maintaining existing relationships and fostering new ones to enable business growth.
- Lead the MSP experiential staff to ensure scheduling, event set-up, facility prep, and assets are guest ready to deliver an excellent guest experience.
- Responsible for ensuring fire/rescue, corner marshal, and EMS teams are scheduled as needed for on-site events.

- Ensure the MSP events calendar is optimized and up to date in alignment with the MSP website, and marketing strategies.
- Maintain current on operating procedures in accordance with laws, regulations, and standards pertaining to motorsports and track operations while ensuring compliance.
- Responsibilities are not all inclusive, additional duties may be assigned.

EDUCATION/EXPERIENCE

- Bachelor's degree in business or related field required.
- Minimum of 5 years of experience with racetrack safety management and/or motorsports management.

QUALIFICATIONS

- Effective written and verbal communication skills.
- Must have a working knowledge of laws and regulations regarding motorsports and track operations.
- Ability to develop professional and trusted relationships, both internally and externally.
- Demonstrated technical and professional skills in job-related area.
- Ability to always enforce and follow safety procedures.
- Ability and availability to work any shift when needed.
- Strong work ethic and unquestioned personal and professional integrity.
- Strong attention to detail, establishing priorities, and meeting deadlines.
- Valid state driver's license required.

ESSENTIAL PHYSICAL REQUIREMENTS

- Ability to walk and stand for extended periods of time.
- Ability to lift and carry up to 50 lbs. on a regular basis.
- Ability to operate computer and other equipment in the office.
- Ability to work in an environment with exposure to loud environmental noise.
- Must have sufficient mobility to move around the Motorsports Park and the community.