

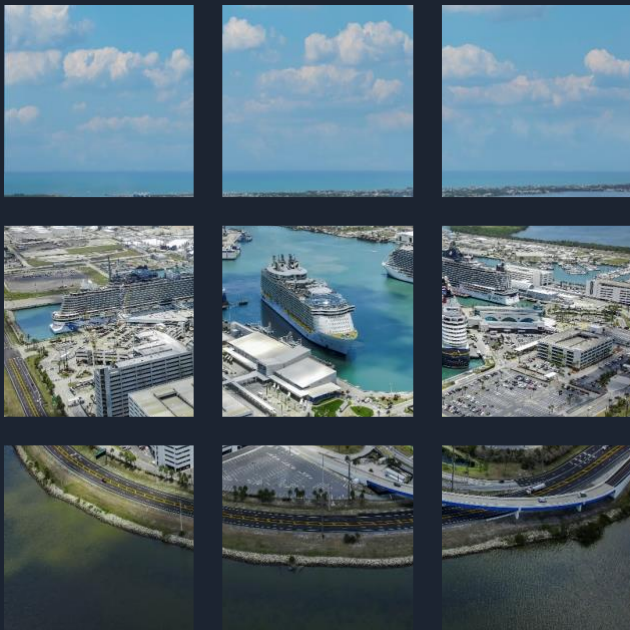


Position Brief for

Canaveral Port Authority

Vice President, Human Resources

July/August 2026



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The Opportunity

Port Canaveral is one of the world's premier seaports—an innovative, high-performing, and growing gateway for cruise, cargo, recreation, and space-related maritime operations. As the Port continues to expand its infrastructure, diversify its business, and strengthen its position as a major economic engine across Florida's Space Coast, Central Florida, and the entire state of Florida, it seeks a dynamic and collaborative Vice President, Human Resources to help shape the people, culture, and leadership practices that will support its next chapter of growth.

ABOUT PORT CANAVERAL

Located on Florida's Space Coast, Port Canaveral is a major economic engine and globally connected maritime gateway serving cruise, cargo, recreation, and space-related operations. For nearly seventy years, the Port has linked businesses, passengers, and consumers across Florida, the southeastern United States, and international markets, while maintaining deep ties to U.S. military, government, and commercial space activities.

The Port operates within one of the nation's most dynamic economic regions and functions as a quadra-modal transportation hub integrating sea, land, air, and space. Its deep-water access to Atlantic shipping lanes and uncongested connections to state and interstate highways support global trade, regional commerce, and continued business diversification. Port Canaveral is one of the busiest cruise ports in the world by passenger volume, welcoming millions of travellers each year aboard vessels operated by the world's leading cruise brands. The Port also hosts the world's largest cruise ships, underscoring its prominence as a premier mega-ship gateway and global leader in the cruise industry. Port Canaveral has repeatedly earned industry and traveller recognition, including accolades such as "World's Best Cruise Port" and "Best Cruise Port in the U.S."

Continued investment in infrastructure, safety, security, cargo expansion, and support for commercial space launch and recovery operations has positioned Port Canaveral for sustained growth. This scale and complexity create a compelling opportunity for the Vice President, Human Resources to help strengthen leadership practices, workforce capability, employee engagement, and organizational culture in support of the Port's continued success.

GOVERNANCE

The Canaveral Port Authority was created in 1939 by a Special Act of the Florida Legislature as an independent governmental agency to manage Canaveral Harbor, which was dedicated on November 4, 1953.

The Canaveral Port District includes central and north Brevard County and is divided into five regions. The Canaveral Port Authority Board of Commissioners is composed of five elected officials representing those regions. Commissioners are elected at-large, serve four-year terms, and set fiscal, regulatory, and operational policies for the Port.

While the Commissioners set policy, the Port's Chief Executive Officer and staff are responsible for administrative and operational duties.

OPERATIONS AND FUNDING

As an independent governmental body, the Canaveral Port Authority can issue bonds, establish Federal Maritime Commission-regulated tariff rates, negotiate for government grants, and levy ad valorem taxes within the Canaveral Port District. In 1986, recognizing the Port's financial self-sufficiency, the Board of Commissioners unanimously voted to stop collecting annual ad valorem tax revenue.

Since that time, Port Canaveral has remained self-sustaining, funding operations and capital improvements through revenues generated by Port activities, including cruise fees, cargo handling charges, tenant leases, parking, terminal rentals, concessions, and state and federal infrastructure grants. This diversified funding model supports continued investment in infrastructure, operational capacity, and long-term competitiveness as a regional economic driver and global gateway for trade and tourism.

LOCATION

Located on Florida's picturesque east coast, Port Canaveral is not only a thriving maritime hub but also a vibrant recreation community including a Port owned and operated beach, boat ramps, fishing pier, and campground. Its strategic position near major transportation routes and attractions like NASA Kennedy Space Center, Orlando International Airport, and renowned Orlando area theme parks makes it an attractive destination for job seekers. The Florida Space Coast community's sense of camaraderie and support, coupled with its proximity to stunning Atlantic Ocean beaches, recreational activities such as fishing, and a plethora of outdoor sports, fosters an enviable lifestyle.

The Canaveral Port Authority is an Equal Opportunity employer. Relevant military experience is considered for veterans and transitioning service men and women.

For more information, please visit:

- [Port Canaveral website](#)
- [State of the Port](#)
- [Financials](#)
- [Values & Ethics](#)
- [Visit Florida](#)



The Position

Reporting to the CEO, the Vice President of Human Resources is responsible for HR management, benefits, and HR administration. This individual will be part of the senior management team and will partner with line management to improve their leadership and management in their organizations. A key component of this role is to engage senior management in modernizing the organization while simultaneously supporting collaborative culture within the CPA.

KEY RESPONSIBILITIES

The Vice President, Human Resources will provide strategic and operational leadership across the full range of human resources functions, serving as a trusted advisor to the CEO, senior leadership team, managers, and employees. Key responsibilities include:

- ▮ Serve as a strategic partner to the CEO and senior leadership team, helping align the Port's people strategy with organizational priorities, operational needs, and long-term growth objectives.
- ▮ Lead, modernize, and strengthen HR policies, practices, systems, and processes to ensure they are clear, consistent, compliant, business-oriented, and supportive of a high-performing culture.
- ▮ Partner closely with Operations and other departments on workforce planning, safety culture, training, staffing, employee relations, performance expectations, and disciplinary matters.
- ▮ Provide practical, sound counsel to managers and supervisors to strengthen leadership capability, support accountability, and improve communication, engagement, and team effectiveness.
- ▮ Develop and implement contemporary approaches to talent attraction, recruitment, onboarding, retention, succession planning, career development, and internal mobility.
- ▮ Advance performance management practices, including modernized performance evaluation tools, clear goals and expectations, constructive feedback practices, and appropriate job grade and salary band structures.
- ▮ Help foster a modern, agile, collaborative, and accountable management culture by challenging unnecessary bureaucracy, encouraging thoughtful change, and supporting continuous improvement.
- ▮ Build a strong employee experience across the workforce by promoting respect, trust, communication, engagement, morale, and a shared sense of purpose.
- ▮ Oversee benefits, compensation, HR administration, compliance, employee records, and related reporting with accuracy, discretion, and attention to continuous process improvement.

- | Support labor relations, employee relations, investigations, workplace policy interpretation, and conflict resolution in a fair, consistent, and legally compliant manner.
- | Strengthen technical training, leadership development, and workforce pipeline initiatives, including relationships with technical schools, educational institutions, and other talent partners.
- | Lead and develop the HR team, establishing clear priorities, service standards, accountability, and a responsive, solutions-oriented approach to supporting the organization.



The Candidate

Port Canaveral is seeking a strategic, dynamic, and collaborative Human Resources leader who can serve as a trusted business partner to the CEO, senior leadership team, and broader organization. The ideal candidate will bring a business-oriented view of HR as a driver of organizational performance, employee engagement, leadership effectiveness, and culture.

This leader will be energized by the opportunity to help shape a progressive, business-oriented people strategy within a complex public sector operating port. Success will require someone who is both strategic and hands-on, comfortable building credibility across a hybrid workforce, and committed to fostering respectful collaboration, accountability, and a strong employee experience.

COMPETENCIES & AREAS OF EXPERTISE

Candidates considered for the VP, HR role will demonstrate a strong combination of the following leadership competencies and areas of expertise:

- Strategic HR leadership with the ability to align people strategy with organizational priorities, operational needs, and long-term business goals.
- Contemporary talent management expertise, including innovative approaches to talent attraction, performance management, succession planning, career development, and workforce engagement.
- Business-oriented judgment and the ability to build sound business cases, make practical recommendations, and support thoughtful organizational change.
- Collaborative leadership style marked by credibility, emotional intelligence, transparency, active listening, and the ability to build trust across all levels of the organization.
- Strong communication skills, including the ability to clearly convey expectations, maintain an open flow of information, and handle sensitive matters with discretion and sound judgment.
- Change leadership capability, with a willingness to challenge outdated practices, reduce unnecessary bureaucracy, and help foster a more agile, accountable, and performance-oriented culture.
- Solutions-focused understanding of HR compliance, employee relations, labor relations, and workplace policy within a complex operating environment.
- Relationship-driven approach to leadership, with a collegial, accessible style and a genuine enthusiasm for supporting people, teams, and organizational success.

- Comfort operating in a lean, relatively flat environment that values collaboration, adaptability, initiative, and hands-on engagement.
- Unquestioned ethics and integrity, demonstrated through consistent, fair, and principled leadership practice.

ESSENTIAL QUALIFICATIONS

- At least ten years of progressively responsible human resources leadership experience.
- Experience as a strategic, business-oriented HR executive; private sector experience is preferred.
- Sound understanding of labor relations and experience supporting organizations with both white collar and blue-collar workforces.
- Ability to build respectful collaboration and credibility across a hybrid workforce environment.
- Undergraduate degree required; master's degree in a relevant field preferred.
- PHR or SHRM certification preferred.
- Ability to understand and thrive within the unique environment of a business-oriented public sector operating port.
- Attuned to the evolving expectations, engagement drivers, and job satisfaction needs of a multigenerational workforce.

LOCATION & REMUNERATION

- Office-based opportunity located at Canaveral Port Authority headquarters.
- Port Canaveral offers a competitive executive compensation and benefits package commensurate with the selected candidate's experience, qualifications, and the strategic importance of the role.

About Odgers

Odgers was founded in 1965. We offer integrated executive search and leadership advisory services through our 59 offices in 33 countries. During our 60-year history we have developed functional and sector expertise and built a global network of relationships. We are deeply rooted in our local markets, which we combine with global perspective and reach, enabling us to serve clients across six continents.

What we do matters; our work impacts peoples' lives and drives our clients' success. It is a privilege to help build the world's best leadership teams, a trusted role we never take for granted.

This ethos underpins our commitment to our clients and candidates and motivates our colleagues to strive for excellence in all we do.

To apply:

Please submit a comprehensive CV along with a cover letter which sets out your interest in the role and encapsulates the aspects of your experience relevant to the required criteria.

The Canaveral Port Authority is committed to providing preferential consideration in the employment process to veterans. If claiming Veteran's preference, please provide a DD214 form along with other application materials.

The preferred method of application is by email to:

portcanaveral.vphr@odgers.com

CONTACT DETAILS

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