



SMILES WANTED!



FOCUS on Making People Happy!

At FOCUS Brands, our mission is to FOCUS on Making People Happy!

In addition to the requirements outlined below, an important part of this role will include living up to the following mission and values . . .

OUR GUIDING VALUES:

- FOCUS on Results instead of activity as the true measurement of success.
- Be passionate about our responsibilities and act within the highest ethical standards.
 - Not settle for "good enough."
 - Treat the company's money as if it was our own.
 - Be open; always share the good as well as the bad.
- Continually seek to do things better, pursue best practices, and take calculated risks.
 - Communicate timely, effectively, and respectfully.
- Treat all FOCUS constituents as our most important assets and strive to always exceed their expectations.
 - Keep our promises.
 - Look at challenges and problems as opportunities for learning and creativity.
- Take ownership of our personal and professional development by continually seeking growth opportunities.
 - Cheer on our co-workers and, together, celebrate our successes.
 - Have fun while working hard.

Role	Sr. Director, Real Estate (Schlotzsky's)
Operating Company	FOCUS Brands / Schlotzsky's
Business Unit	Real Estate
Reports To	Brand President

HUMAN RESOURCES ONLY	
Prepared By	J. Boland
Created Date	
Revised Date	8-15-10
Exempt	x
Non-exempt	

ACCOUNTABILITY
 The Sr. Real Estate Director is responsible for interacting with franchise partners, developers, brokers, other retailers, and property owners to generate new store openings in a defined area of responsibility.

- PRIMARY RESPONSIBILITIES**
- Drives markets, track competitors, retail activity and growth patterns.
 - Utilizes GIS system for demographic and modeling information to develop plan as well as industry knowledge and experience.
 - Provides plans as roadmap for company and franchise partner development.
 - Maintains awareness of all site opportunities in market areas.
 - Maintains network of brokers to assist with site acquisition in all target development markets.
 - Maintains continual communication with franchise partners to keep them aware of site opportunities and assist with their development needs.
 - Utilizes ICSC and other development organizations to help source site opportunities to fulfill development efforts.
 - Completes field review of all sites submitted by franchise partners in defined territory in prescribed time frame.
 - Completes Site Acceptance Package for final review and acceptance/rejection.
 - Uses field site review time to continue education of franchise partners in effective site selection.
 - Responds to verbal and written communication from all franchise partners in a professional and timely fashion.
 - Assists as needed with LOI and lease negotiation with franchise partner and landlord.
 - Closely interacts with architecture and design team to ensure plan development process is timely and that the franchisee stays on their development time-line.
 - Provides timely and accurate updates on status of all development activities within assigned territory.
 - Works with construction, franchise support, franchise administration and pre-opening support to ensure a smooth, timely and successful store opening.

- DESIRED KNOWLEDGE, SKILLS & ABILITIES (KSAs)**
- Undergraduate degree and/or a minimum of five years experience in the commercial real estate field, with preferred experience being in the site procurement field for a regional or national retailer or restaurant.
 - Quick service, franchise operations, hospitality industry and/or "treat" segment experience a plus.
 - Ability to travel 50% - 75% of time.
 - Ability to understand and relate to numerous Franchise Partners with diverse cultural and ethnic backgrounds.
 - Demonstrated leadership and direct supervision skills.
 - Proven ability to successfully develop and manage department/project budgets.
 - Excellent interpersonal skills with a demonstrated ability to be flexible and effectively work with others as a team.
 - Possesses a high degree of drive with a proven track record of achieving results.
 - Excellent communication, organization and problem solving skills.
 - Demonstrated track record for flexibility and urgency in prioritizing and organizing projects.
 - Proficiency in computer skills, i.e. sales IT systems, Microsoft Word, PowerPoint, Excel and Outlook.