

ASSISTANT GENERAL MANAGER

Hilliard Center (Oak View Group, OVG) | Corpus Christi, TX





Hilliard Center

Where the Coast Comes Alive

Hilliard Center is professionally managed by Oak View Group and proudly serves as the premier entertainment hub of the Coastal Bend. The venue includes the 10,000-seat Hilliard Center Arena, designed for concerts, sporting events, family shows, and professional and amateur rodeos; Hilliard Convention Center, hosting trade shows, banquets, and community events; and the historic Selena Auditorium, a celebrated performance space. As home to TAMUCC Men's and Women's Basketball, the Corpus Christi IceRays, and the Corpus Christi Tritons, the venue welcomes hundreds of thousands of fans each year. With modern amenities, an elevated club level, and twelve luxury box suites, Hilliard Center offers the perfect setting for unforgettable live experiences — from large-scale productions to intimate gatherings.

A bayfront destination for world-class entertainment, conventions, and celebrations that make Corpus Christi shine.

- [Hilliard Center Arena](#) – Hilliard Center holds the premier 10,000-seat indoor arena in the Coastal Bend of Corpus Christi, TX. It is designed for concerts, sporting events, professional and amateur rodeo events. It also boasts incredible club-level and twelve-box suites.
- [Hilliard Convention Center](#) – The Hilliard Center is the official convention center of Corpus Christi. This state-of-the-art convention center, totaling 138,000 square feet of meeting and exhibit space, overlooks the sparkling Corpus Christi Bay.
- [Selena Auditorium](#) – In 1996, the auditorium was named for the late Tejano entertainer, Selena Quintanilla – Perez, known simply as “Selena” to her adoring fans. With seating for over 2,500 and an outstanding acoustical rating, the Selena Auditorium has been one of the most attended venues for entertainment in the Coastal Bend area.



Oak View Group Hospitality proudly manages all concessions and catering at Hilliard Center. Their award-winning chefs and hospitality teams are dedicated to delivering premium food, beverages, and service that elevate every event experience. From fresh, high-quality menus to exceptional guest care, they create memorable moments that keep visitors coming back time and again.

POSITION SUMMARY

Oak View Group (OVG), the global leader in venue development, management, and premium hospitality, is seeking a dynamic and highly visible leader to serve as Assistant General Manager for the Hilliard Convention Center. This role is a critical leadership position supporting the efficient, professional, and profitable operation of the Convention Center, with a strong emphasis on driving convention sales, maximizing facility utilization, and delivering exceptional event execution.

Serving as a key partner to the General Manager, the Assistant General Manager will play an integral role in the overall management, promotion, and operation of the Convention Center, including sales, booking, marketing collaboration, financial oversight, policy administration, and operational leadership.

This is an opportunity for a well-rounded venue or hospitality leader who thrives at the intersection of revenue generation, operations, and team leadership, and who is energized by building relationships and driving business growth within a community-focused environment.

The Impact You'll Make

You will serve as the General Manager's trusted operational partner, helping to elevate performance, expand convention business, strengthen internal processes, and position Hilliard Center as a leading destination for meetings, conventions, and events in South Texas.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Convention Sales & Revenue Growth

- Actively identify, pursue, and secure new business opportunities to drive revenue and maximize facility utilization.
- Independently develop local business while partnering with Visit Corpus Christi to secure citywide conventions and events.
- Aggressively promote the facility and negotiate lease agreements in alignment with the best interests of the Hilliard Convention Center.
- Prepare proposals, evaluate potential business opportunities, and initiate contractual agreements.
- Conduct tours of the facility and communicate capabilities to prospective clients.
- Travel regionally throughout the year to build relationships and generate new business.

Operations & Facility Leadership

- Lead the efficient, professional, and financially successful management of the Convention Center with a focus on high-quality event execution.
- Assist in overseeing day-to-day operations, ensuring seamless coordination across departments.
- Help conduct weekly production meetings and ensure alignment across operational teams.
- Evaluate existing policies and procedures and recommend improvements to enhance efficiency, service, and safety.
- Oversee development and implementation of standard operating procedures for convention sales and operations.
- Ensure accurate and timely preparation of reports and records for city and corporate stakeholders.

Financial Management

- Assist in developing and administering detailed operating budgets.
- Forecast staffing, equipment, materials, and supply needs.
- Monitor expenditures and implement adjustments to ensure financial performance targets are achieved.
- Support overall revenue forecasting and financial planning for the Convention Center.

Leadership & Team Development

- Recruit, train, supervise, and evaluate convention sales staff.
- Establish clear goals, expectations, and accountability standards for the sales team.
- Lead regular meetings with Convention Sales staff to review pipeline activity, market trends, and business opportunities.
- Foster a collaborative, positive, and performance-driven team culture.

Strategic Partnership & Collaboration

- Build and maintain strong relationships with civic organizations, city personnel, Visit Corpus Christi, and key clients.
- Partner with the Director of Marketing to align on event promotion, publicity strategies, and group experience initiatives.
- Work closely with the General Manager and SVP of Convention Centers on strategic priorities, operational performance, and growth opportunities.

QUALIFICATIONS

- Minimum of five (5) years of progressively responsible experience in convention centers, arenas, hotels, or similar public assembly or hospitality environments, including supervisory experience.
- Proven success in sales, business development, and revenue generation.
- Strong leadership, organizational, and customer service skills.
- Experience with budgeting, forecasting, and operational oversight.
- Excellent communication, relationship-building, and negotiation skills.
- Bachelor's degree in Marketing, Business Administration, or a related field preferred.
- Strong PC skills, including Microsoft Office and database management systems.
- Ability to work nights, weekends, and holidays as required by event schedules.

KEY CHARACTERISTICS

- Well-Rounded Venue Leadership – Balances sales growth with operational excellence.
- Trusted #2 to the GM – Brings maturity, judgment, and leadership presence.
- Relationship Builder – Connects with clients, partners, and community stakeholders.
- Hands-On Operator – Comfortable in the details of a fast-paced venue environment.
- Process-Oriented Thinker – Improves systems, structure, and efficiency.
- Driven & Positive Leader – Brings energy, accountability, and momentum.

TOP PRIORITIES

- Maximize convention center utilization and revenue generation.
- Grow local and citywide convention business pipeline.
- Strengthen operational processes and SOPs.
- Build and develop a high-performing convention sales team.
- Enhance collaboration with Visit Corpus Christi and community partners.
- Serve as a strong operational and strategic partner to the General Manager.
- Deliver early wins through visible leadership and business momentum.



Carmen Rodgers

Executive Recruiter

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If interested in learning more about this great opportunity, please send your resume to our SearchWide Global Executive, Carmen Rodgers.

SearchWide Global is a full-service executive search firm primarily for companies in the travel, tourism and convention, and hotel and lodging industries. We specialize in C-Level, Director and Management level executive searches for companies ranging in size from Fortune 500 corporations to mid-sized public and private companies.