



Jan Addison, Business Manager

Jan Addison, CFE, is the Business Manager at the Orange County Convention Center (OCCC). Jan's career with Orange County Government began over 22 years ago as the Assistant Manager, and later as Manager of the Office of Management and Budget (OMB). In 1992, she became part of the management team at the OCCC. Jan currently leads the areas of Financial Administration, Contract & Lease Administration, Box Office and Parking Operations.

Prior to joining the Orange County Government team, Jan held numerous positions in both the private and public sectors, such as Controller, Accountant and teacher/instructor, having taught at the high school and college levels.

Jan is a Certified Facilities Executive through the International Association of Venue Managers. She holds a B.S. Degree in Business Administration from Oklahoma State University, and a Masters Degree in Public Administration from the University of Central Florida. She is a graduate of the Orange County Leadership Institute, Leadership Orlando, the Public Assembly Facility Management Graduate Institute, and the International Drive Resort Area Chamber of Commerce's Tourism Orlando Leadership Program.

Jan's professional affiliations include the International Association of Venue Managers (IAVM) and the International Association of Exhibitions and Events. Through IAVM, she serves as Vice-Chair of the International Convention Center/Exhibit Hall Committee. Previously she has served as Chair of their Membership Committee, Budget Committee, Sustainability Committee, Professional Development Committee and Professional Education Committee.

Jan is active in the community, serving as the 2010 President of the International Drive Resort Area Chamber of Commerce, and on the Dr. P. Phillips Hospitality Community Advisory Council. Jan is also a fundraiser to benefit the Cynthia C. & William E. Perry Pavilion at the Dr. P. Phillips Hospital and is in the Leadership Club for United Way of Central Florida. Jan is also an Adjunct Professor at the Rosen College of Hospitality.