



Great Falls International Airport Authority
invites your application for
AIRPORT DIRECTOR
Great Falls International Airport



About the Airport

GFIAA is a Regional Airport Authority and is the autonomous public governing body of GTF. We recognize the economic influence GTF has on the region it serves. We are committed to corporate style business planning to maximize economic benefit to the region. The Authority is entering the second cycle of 5-6 year strategic planning aimed at improving our business model and attracting aviation related businesses to the area.

GTF is a non-hub, primary commercial service airport with over 150,000 enplanements and 42,000 operations. The current year operating budget is \$3.7 million and the capital budget is \$12.7 million. The airport receives both passenger and cargo entitlements. It is operated by the Great Falls Regional Airport Authority whose commissioners are appointed by the City of Great Falls (4) and Cascade County (3). The airport is home to a FedEx Express regional hub, the Montana Air National Guard 120th Fighter Wing, two FBO's (Holman Aviation and Front Range Aviation), AvMax Montana (a heavy maintenance facility for regional jet aircraft), a DHS Northern Border Aerial Surveillance Unit, and is a US Customs Port of Entry office. The airport is served by Allegiant Air, Delta/Northwest, Horizon Air, and United Express. The Authority has a staff of 11 with 6 contracted security officers/Part 139 ARFF with additional support from Air National Guard firefighters.

About the Area

Great Falls is the principal city in Cascade County with an area population of 75,000 and a trade area of approximately 110,000. Great Falls takes its name from the Missouri River series of waterfalls that the Lewis and Clark Expedition had to portage around, requiring 31 days of arduous labor, in their 1805-06 exploration of the Louisiana Purchase. Two undeveloped parts of their portage route are included within the [Great Falls Portage](#), a National Historic Landmark. The city is home to the [C.M. Russell Museum Complex](#), the [University of Great Falls](#), Giant Springs, the Roe River (world's shortest river), and the [Montana School for the Deaf and the Blind](#), as well as the [Great Falls Voyagers](#) minor league baseball (formerly known as the Great Falls White Sox) team. The local newspaper is the Great Falls Tribune. Great Falls is known as the "Electric City" due to the five hydroelectric dams that are in the nearby vicinity along the Missouri River.



Attractions

In the beginning, there was the river, and then came the [River's Edge Trail](#) that makes more and more of the river accessible every year - more than 30 miles of trails now meander along both sides of the river. Pick up the trail at Broadwater Bay, where the boat dock offers access to limitless fun on the Missouri River. It will take you to the baseball stadium at Legion Park or to Eagle Falls Golf Course.

The trail will take you to the [Lewis and Clark Interpretive Center](#), one of the nation's best places to learn about the Lewis and Clark Expedition that explored the West two centuries ago. Also near the trail and next to the ballpark and golf course is the Montana Veterans Memorial, a hallowed hilltop spot bearing the names of almost 4,500 Montana military veterans.

In the heart of downtown, the [Mansfield Center for the Performing Arts](#) offers concerts, Broadway productions, and [Great Falls Symphony](#). Just a few blocks away from the trail is the [C.M. Russell Museum](#), a spectacular art gallery that draws more than 50,000 visitors a year. There's also plenty of cool stuff for kids to do along this hiking, biking, blading and walking trail. A block off the trail, the [Children's Museum of Montana](#) is an ever-expanding collection of hands-on activities and displays. Right next door is the Mitchell Pool, with its waterslide and the popular wave rider. A few blocks farther along is the [Riverside Railyard](#), one of the most challenging venues for skateboarders in the Northwest. Parks, pools and a recreation center provide plenty of opportunities to play, sing, act or get involved in community affairs.

Many Montanans live here for the rivers and the mountains - hunting, fishing, floating and skiing. The Wild and Scenic stretch of the Missouri River and the Upper Missouri River Breaks National Monument is a favorite nearby canoe trip. The Rocky Mountain Front draws hikers, hunters and anglers, and the Bob Marshall Wilderness lures backpackers each summer.

Finally, Montana is home to seven Indian reservations. Native Americans make up 7 percent of our population, and the color and pageantry of their powwows, along with art and other ceremonies make up a significant part of our culture.



A Thriving Community

Great Falls is located at the confluence of two major rivers and in the shadow of four separate mountain ranges. Construction has boomed in the past couple of years, from a new hospital tower to hotels, a new \$16 million federal courthouse to residential subdivisions. Benefis Health System, the state's largest hospital opened a seven-story patient tower in October 2009 housing vascular, cardiac, and maternity services at a cost of \$75m. The Hilton Garden Inn, a \$9.8 million project recently opened at the Marketplace shopping center just next door to two new restaurants costing \$4.1 million. Just recently completed construction, now next to the new federal building, is a Staybridge Suites hotel complex estimated at \$8 million. It's a remarkable development for a small city built alongside the Missouri River.

Great Falls always has been a retail trade center serving thousands of square miles of farm and ranch land. A malting barley plant adds value to our agricultural product, and the Pasta Montana plant sells about half its noodles to Japan, which also buys about a third of Montana's wheat crop. Our economy is diverse, anchored by agriculture, medical, retail and the military - particularly Malmstrom Air Force Base and the Montana Air National Guard.

Great Falls is a significant [medical center](#) for the region with its major hospital, Clinic, Peace Hospice, cancer centers, assisted living, and extended nursing care for seniors. Complimenting it is the renowned McLaughlin Research Institute, a non-profit research facility with a focus on improving human health through innovative genetic research and education.

Important Links

[Great Falls International Airport \(GTF\)](#)

[Great Falls Convention & Visitors Bureau](#)

[Great Falls Area Chamber of Commerce](#)

[Great Falls Montana Development Authority](#)

[Main Street Great Falls](#)

[Great Falls Public Schools](#)

[Montana State Parks](#)

Photos and information in this brochure courtesy of:

- Great Falls International Airport
- Great Falls Area Chamber of Commerce
- Benefis Health System



Job Description

The Airport Director is responsible for the overall administration, operation, maintenance and development of the Great Falls International Airport (GTF). The Airport Director administers policies and directives of the Great Falls International Airport Authority (GFIAA) as well as plans, directs, and coordinates the work of staff personnel. The Airport Director is a senior executive management position involving a variety of diverse, highly technical and specialized functions including providing highly responsive and complex administrative support to the Board.

The Ideal Candidate

GFIAA seeks an Airport Director who possesses an extensive knowledge of principles and practices of modern airport management, which has been acquired through verifiable work experience and education. The candidate will have demonstrated extensive and varied airport administration experience with strong leadership skills, solid interpersonal relationship skills, financial acumen, and a proven track record on employee development.

The candidate who is selected will be an exceptional, creative, energetic, proactive leader who exhibits a passion in developing and managing a participatory and team-oriented work environment. This candidate will use persuasive abilities to create enthusiasm and customer service focus for our airport. GFIAA is very interested in a candidate that possesses a proven record of business development, which includes business development on airport sites to include not only aviation related business, but also companies that do not directly relate to aviation but will contribute to the growth of the airport and the local economy.

The ideal candidate will have the capability of being the direct representative of GFIAA, acting as their representative to the public, press, aviation community, and appropriate government entities while remaining politically astute with a proven record of earning the respect and trust of others.

Requirements & Preferences

To be eligible for this position, an applicant must have at least a Bachelor's degree in Airport Management, Business Administration or related field and be currently employed in the airport management industry. An MBA is very desirable. A.A.E. or CM



accreditation is preferred. If you do not possess an accreditation, the Authority will require a commitment to achieve CM status within 24 months and A.A.E. accreditation within 36 months.

Finalists will have ten (10) years of increasingly responsible experience in airport management, with at least five (5) at the top management level at an air carrier airport. Experience involving a military operation congruent to civil air operations is highly desirable. Possessing a pilot's license is also desirable. Candidate must have a valid state driver's license.

Compensation & Benefits

Starting salary range is \$105,000 - \$130,000 DOE.

The range of benefits available may include:

- Health Insurance including Medical, Dental, and Vision
- Disability Insurance
- Life Insurance
- Retirement Plan
- Vacation Leave
- Sick Leave
- Automobile Allowance
- Relocation Benefits



How to Apply:

Please submit a cover letter, resume, and at least five professional airport references (and your working relationship to them) to ADK Executive Search at:

GTF@adkexecutivesearch.com

Your cover letter should include answers to the following:

1. Your overall airport management philosophy in leading a commercial airport in today's airport industry and building/maintaining a team environment.
2. The size of airports/facilities and communities you have served including the operating budgets, capital improvement budgets, and staff you have managed.
3. Your specific experience at the number one or two positions at an airport.
4. What you feel it takes at today's airport to develop the necessary revenues that allow an airport to grow and prosper.
5. Your experience in implementing both aeronautical and non-aeronautical related airport development.
6. Define what you believe should be the role and responsibilities of the governing Authority and how it relates to the role and responsibilities of the Airport Director.

Only complete electronic submissions will be considered.

Filing Deadline: Monday, March 1, 2010

Any submission regarding this opening is subject to the open records laws under Montana statutes.

Email Questions to:

GTF@adkexecutivesearch.com

