



THE SAINT JOSEPH COUNTY AIRPORT AUTHORITY

INVITES APPLICATIONS FOR

EXECUTIVE DIRECTOR



ABOUT THE MICHIANA REGION

From JobsMichiana.com:

"A well-kept secret. It's a big place, but good luck finding Michiana on a map. It's not really a secret, but "Michiana," as we commonly refer to this area, is actually a collection of fifteen counties in Indiana and Michigan - hence, the term "Michiana." And there are literally dozens of cities and towns of all sizes here.

Life in Michiana offers the best of both worlds, from the cultural and corporate advantages of city life to the natural calm and serenity of our country landscapes and suburban communities. It's a great place to raise your kids, retire, move up in the business world or launch an exciting new career.

Michiana is proud of the many community-based schools, both public and private that meet the educational needs of the areas children from preschool to high school. Quality education is attainable from many of the colleges and universities that call Michiana home.

Both the diversity and low cost of housing in Michiana always surprises visitors. Choices include everything from traditional colonial style homes, to new executive neighborhoods, historic older neighborhoods, apartments and condominiums.

Manufacturing, retail and wholesale trade service industries are the basis upon which the area's diverse economy prospers. Business resources abound and employment opportunities are numerous and varied.

Many fine regional medical facilities, some of our largest employers, are located in the Michiana area. And public information is relayed through a rich variety of media outlets. There are several large and many smaller newspapers in the area, and all the major television networks are represented by local television stations.

Things to see and do? Michiana is proud of the many world-class cultural and recreational attractions built in and attracted to the area. You'll be surprised at the rich variety of events, activities and cultural resources we have to offer. Another well-kept secret? Maybe! But word is spreading fast. This is a great place to live, work and play."

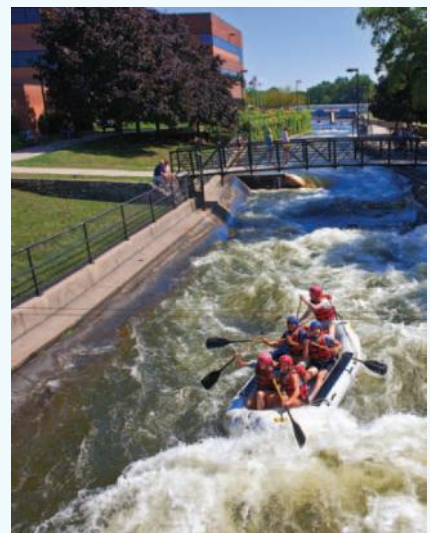


Photo by Peter Ringenberg

THE CITY OF SOUTH BEND

With a 2010 population of 103,807 South Bend is one of Northern Indiana's fastest growing areas and the metro area ranks third in population in Indiana. The cultural and entertainment diversity is enhanced by the University of Notre Dame and 5 other area colleges. The Century Center on the river in the downtown area plays host to many business and cultural events and trade shows. South Bend is now home to a striking new College Football Hall of Fame facility which attracts visitors throughout the year and plays host to the annual enshrinement activities attracting national media.

The park system consists of 75 local parks and facilities which include Coveleski Stadium, the home of the South Bend Silverhawks, a class A minor league baseball franchise. South Bend is also the home of two unique features that were originally the first of their kind. The Potawatomi Zoo constructed in 1902 is currently the oldest accredited zoo in the state of Indiana. Also, our East Race Waterway constructed in 1984, was the first and only man made white water rapids facility in the entire North American Hemisphere. These facilities and many others have provided our residents and guests the opportunity to recreate and enjoy their leisure activities in South Bend. With all the new biking trails, Bicycling.com calls South Bend "a cycling nirvana."

A vibrant community, rich in history, rich in tradition. A golden glow illuminates this city where the river bends in northern Indiana. From pigskin pageantry and game day excitement at the College Football Hall of Fame, the rushing rapids of the East Race Waterway, the opulence of Copshaholm, the Oliver Mansion, the rich transportation history at the Studebaker National Museum, the tranquility of Shirojiri Niwa Gardens to the hustle and bustle of the Grape Road shopping area, South Bend is full of great places to explore.

As taken from the Chamber of Commerce of St. Joseph County: "Activity and buzz dot the city landscapes, while serenity and the quiet of rural living can be found in the county's small towns. Cities like South Bend and Mishawaka give residents the taste of big city living with ample employment opportunities, shopping, cultural arts and top-notch post-secondary educational institutions. Our city neighborhoods are laced with rich history and proud residents. Short drives from South Bend/Mishawaka lead you to the greenways and serenity of small town living. Each city, town and neighborhood presents its own characteristics and charm."

Arts and entertainment are mainstays in the area, and it begins with our two historic theaters. One ranks among the top 100 theaters worldwide. The other is the oldest continuously-operating community theater in the area. We'll also wow you with our Symphony Orchestra, our South Bend Museum of Art and a vibrant selection of galleries and artist studios.

HIGHER EDUCATION

The South Bend area is a major center of higher learning and is home to five major colleges and universities: University of Notre Dame, Indiana University South Bend, St. Mary's College, Bethel College, and Holy Cross College. There are also seven smaller institutions of higher education.

PROJECT FUTURE/INNOVATION PARK

There are regional economic development efforts, such as the rise of the eye-catching Innovation Park at Notre Dame, with its growing number of client companies. Recognizing that new business opportunities will continue to form a portion of the regional economy, local non-profit business organization, Project Future, is focusing its recent economic development efforts on several key strategies: promoting the entire region, highlighting common strengths, and capitalizing on the innovative companies that made the region famous. Project Future is currently working hand in hand with the airport and the rest of the seven county region to form the Michiana Regional Economic Development Corporation – focused on promoting economic development opportunities within the region.



ABOUT THE AIRPORT

The South Bend Airport (SBN) is located just a few miles west of the city center of South Bend, in the very northern part of the State of Indiana and close to the border of Michigan. It is within a 35-mile drive west to the shores of Lake Michigan. The airport has easy access to Interstate 80/90 and US 20/31. Thanks to a multi-modal transportation complex in the region, SBN is the only non hub airport in the United States featuring air, interstate rail, and interstate bus services at one multi-modal terminal location.

SBN's three air carriers (Allegiant, Delta, United/Continental) provide non-stop flights to 9 cities: Atlanta, Chicago, Cleveland, Detroit, Las Vegas, Phoenix-Mesa, Minneapolis, Orlando/Sanford, and Tampa Bay/St. Petersburg. SBN's multi-modal terminal serves over one million air, rail and bus passengers each year. According to the 2007 Economic Impact Report from the Aviation Authority of Indiana, the South Bend Airport's total annual economic impact on South Bend and surrounding communities was in excess of \$433.7 million. SBN's annual indirect and direct contribution to the Indiana economy is estimated at more than \$5.2 billion. In 2010, over 626,000 origination and destination passengers used SBN. The airport has 54 full time employees and 11 part time employees.

A \$15.5 million Capital Improvement Project to expand the passenger terminal saw the completion of Phase 1 in November 2010 with final completion of all phases scheduled for January 2012. The final project will give area travelers a new 45,000 square foot concourse and will include 5 new gates, a consolidated security checkpoint, post-security food service amenities, a gift shop, a business center, and a children's play area. Funding sources for the project include AIP funds, PFC's, and airport operating revenue.

ABOUT THE POSITION

The Executive Director represents the St. Joseph County Airport Authority in all aviation matters related to the South Bend Airport (SBN). A successful Executive Director will have demonstrated a true passion for the airport industry and a proven ability to lead, relate effectively, and act compassionately when dealing with people. As the "face of the airport", our Executive Director is expected to provide and guide the strategic vision for the airport, develop key relationships in the aviation industry, design marketing strategies, and work closely with the community-wide stakeholders in guiding the airport's overall success. The position directs and oversees the operations and development of the airport to ensure safe, efficient and effective air, rail, and bus transportation for the traveling public and to promote the value of the airport to the community. The Executive Director reports to a 4-member Board of Directors.



IMPORTANT LINKS

South Bend Airport – www.FlySBN.com

Visit South Bend/Mishawaka – www.visitsouthbend.com

The Chamber of Commerce of St. Joseph County - <http://www.sjchamber.org/>

Project Future – <http://www.projectfuture.org/>

City of South Bend – <http://www.ci.south-bend.in.us/>

South Bend Parks & Recreation <http://sbpark.org/>

THE IDEAL CANDIDATE

To be considered, you must have demonstrated the following:

- knowledge of applicable F.A.A. rules and regulations pertaining to airport management;
- the ability to apply sound management and operations principles and to make quality decisions based on sound judgment;
- high level leadership skills;
- a clear record of success in achieving various short and long-term goals and objectives while maintaining a harmonious, well motivated workforce;
- effective skills in budget preparation and budget management as well as strategic planning; proven supervisory and public relations skills;
- effectiveness in making public presentations;
- the ability to communicate clearly, effectively and convincingly with diverse populations including elected and appointed public officials;
- the ability to maintain accurate records, maintain confidentiality, and prepare and present concise and accurate reports;
- the ability to effectively develop and train staff, and to professionally represent the Airport Authority;
- the ability to coordinate effectively the activities of a group of employees engaged in varied activities while establishing and maintaining effective working relationships with officials, associates, employees and the general public;
- a proven ability to negotiate airport tenant and air carrier air service agreements.

As a minimum, you will possess a Bachelors degree in Business Administration, Airport Management, Engineering, or a related field, plus 7 - 10 years successful airport experience in increasingly responsible management and leadership roles. A.A.E. accreditation is preferred. Valid driver's license is required.

EXECUTIVE COMPENSATION AND BENEFITS

The salary range is \$110,000 - \$160,000 depending on qualifications and experience. The Authority offers excellent benefits. The range of benefits available include:

- Relocation benefits
- Membership in the Indiana Public Employees Retirement Fund
- Medical, dental, and vision insurance
- Life insurance
- Voluntary Section 457 deferred compensation plan
- Section 125 plans
- Short and Long-term disability plans
- Vacation and sick leave
- Eight paid holidays and five "special" holidays
- Employee Assistance and employee wellness programs
- Tuition Reimbursement of certain pre-approved educational expenses
- Vehicle



HOW TO APPLY

Please submit a cover letter, resume and at least five professional references, including your working relationship to them, to ADK Executive Search at: SBN@adkexecutivesearch.com

Only complete electronic submissions will be considered.

- A. Your submission should include a separate supplement with responses to the following:
1. Discuss the size of airports, facilities, and communities you have served including the operating budgets, capital improvement budgets, and staff you have managed.
 2. What is your management philosophy in leading a commercial service airport?
 3. Relate your specific experience in the number one or number two positions at an airport.
 4. What are the key elements of a successful team-oriented management style? Give examples of your experience in managing a collaborative, team-oriented leadership culture.
 5. The Authority has numerous stakeholders. None are more important than those in the community. What is your vision of community involvement and what has been your experience in this regard?
 6. Air Service Development is a top priority for the Authority. What Air Service Development experience do you have that would be a benefit to us if selected as the new Executive Director? With such volatility in the airline marketplace including the merger that is underway with United and Continental, what would be your first step in dealing with our attempts to retain and increase air service?
 7. Why is this position at SBN right for you?
- B. Please complete the online ADK employment application form at: https://adkexecutivesearch.com/Application_Form.html

Filing Deadline: Monday, October 17, 2011

SBN is an Equal Opportunity Employer.

Email Questions to SBN@adkexecutivesearch.com.



Photos and information courtesy of:
South Bend Airport, Visit South Bend/The Chamber of Commerce of St. Joseph County, Project Future, City of South Bend, South Bend Symphony, Peter Ringenberg

