The City of Killeen Department of Aviation invites applications for
Executive Director of Aviation
Killeen-Fort Hood Regional Airport (GRK)
Skylark Field (ILE)
Killeen, Texas

Executive Search Services Provided by ADK Consulting & Executive Search
The Airport System

The City of Killeen Aviation Department operates Killeen-Fort Hood Regional Airport (GRK) and Skylark Field (ILE) in Killeen, Texas. The Department is led by the Executive Director of Aviation with a team of 40 employees.

The Killeen-Fort Hood Regional Airport is a commercial service, non-hub airport that was certified for operation in August of 2004 and is one of the newest airports in the nation. The Airport operates on an 85-acre campus, which includes a 91,000 square foot air-carrier terminal building, a 1,500 space vehicle parking facility, a rental car facility, a fuel farm, a corporate aviation facility, and an air-carrier ramp, located on Robert Gray Army Airfield (RGAAF) in a joint use operation with the U.S. Army at Fort Hood. ATC and ARFF services are provided by Fort Hood DOD civilian Air Traffic Controllers and Fire Fighters. KFHRA leases or offers lease space to business tenants including airline operators, rental car companies, the Transportation Security Administration (TSA), restaurant, coffee shop, gift shop and other miscellaneous concessions activities. Additionally, Airport staff operates an aircraft line services business providing sale and delivery of aviation fuel to airlines and corporate aircraft, aircraft de-icing, aircraft towing, and related ground support services. Airport staff also provides full-service support for charter flights including both above wing and below wing services.
KFHRA is served by two major airlines, American and United, currently operating 10 round trip flights per day. FY 2019 enplanements were 140,000 which was approximately a 3% increase over FY 2018. The Airport provides services primarily to customers residing in the Central Texas area comprised of 48 zip codes with an estimated population of 456,000. KFHRA also serves as a diversion airport for airlines serving DFW and IAH, as well as handling numerous charter flights.

Current projects at KFHRA include the replacement of four Passenger Boarding Bridges, replacement of the out-bound baggage handling system, design of a 19,000 square foot hangar with approximately 3,000 square foot of office space for a corporate tenant, new automated car wash facility and solar integrated covered parking for the car rental agencies. Additionally, the Airport is in the final stages of an Airport Master Plan.

Skylark Field (ILE) is a General Aviation airport owned and operated by the City of Killeen. The Aviation Department leases T-hangars to individual aircraft owners, buildings and large hangars to aviation business tenants, and leases available property to aviation related businesses. Airport staff operates the general aviation terminal building and an aviation fuel business, handling fuel receipt, storage and retail delivery of Jet fuel and 100LL Avgas. ILE currently has 69 based aircraft on the airfield, including single and multi-engine aircraft and helicopters. Due to demand, a new eight-unit box hangar is currently under construction and expected to be complete this summer. Skylark Field (ILE) completed an Airport Master Plan in FY 17.

The Aviation Department operates as an enterprise fund, supported by revenue generated from its operations, without the use of ad valorem tax dollars. The annual operating budget for KFHRA and ILE in FY 19 was $3.7 million. In August of 2018, the Texas Department of Transportation’s Aviation division released an Economic Impact Study that showed GRK and ILE contribute a combined $139 million annually to the statewide economy through direct and indirect sources.
The Community

Killeen, Texas is ideally situated along Interstate 14 in Bell County. It is the principal city of the Killeen–Temple–Fort Hood Metropolitan Area and approximately 70 miles from Austin. The City is adjacent to Fort Hood, the largest armored military installation in the nation, and the City’s economy and way of life are closely tied to the military. This vibrant, family-oriented community is home to over 145,000 residents who enjoy quality neighborhoods, a thriving economy, a full range of educational opportunities, and easy access to big city amenities.

The City of Killeen was founded on May 15, 1882, when the Santa Fe Railroad extended its line westward through Central Texas. Named for Frank P. Killeen, a railroad employee, the town became a major shipping point for agricultural products, particularly cotton. In 1942, Killeen became home to military post Camp Hood, which quintupled the City’s population in its first few years. In 1950, the camp was declared a permanent post and became Fort Hood.

Killeen’s economic environment is predominantly military- and service-oriented. Covering over 340 square miles, Fort Hood is the largest single location employer in the state with over 35,000 soldiers and more than 6,000 civilians. Fort Hood’s total economic impact is estimated at $24.6 billion statewide. With growth in retail trade and dining facilities in the late 1990s, Killeen spread its trade area to cover a 100-mile stretch of Central Texas. Interstate 14 has recently been designated as I-14, effective Fall 2016, as a result of the hard work of the Gulf Coast Strategic Highway Coalition. This designation, referred to as Forts to Ports, opens numerous economic development opportunities for our community.

The City takes pride in its historic downtown, where visitors can experience some of the original developments built in the late 1800s when the railroad first came to town. The Downtown Historic District, encompassing nine blocks, and the City Hall building, formerly Killeen High School, have both received listings in the National Register of Historic Places. In addition to its original structures, downtown Killeen features an array of mid-century developments highlighting the second boom in the City’s history when Fort Hood was established in 1950, an event that expanded the architectural diversity of downtown to include buildings with innovative structural designs and dramatic features. (continued...)
The Community (continued)

It is the first National Register District in the state that is heavily influenced by mid-century architecture. In just a few historic blocks, one can experience both periods of growth in the City's history and enjoy the unique and authentic environment of downtown Killeen.

The Killeen Independent School District provides quality education to students grades Pre-K through 12 and is the largest school district between Dallas and Austin, with an enrollment of over 45,000. KISD is the area's second largest employer with over 7,500 teachers and support personnel who serve over 50 district campuses. Students attend classes at 32 elementary schools, 11 middle schools, four high schools and an early college high school, two alternative schools, the KISD Career Center, and several specialized campuses.

For those seeking higher education, there are multiple options in Killeen and the surrounding area. Central Texas College offers associate degrees and certificate programs in various fields. Texas A&M University-Central Texas in Killeen serves over 3,000 students and offers upper-level undergraduate and graduate courses. Within a one-hour drive of Killeen, there are several major four-year universities including the University of Texas at Austin, Baylor University in Waco, Southwestern University in Georgetown, and the University of Mary Hardin-Baylor in Belton.

The City is served by Scott & White Health Clinics and has one hospital, Advent Health hospital. This multi-campus facility offers a full range of medical services, with 245 beds and nine clinics, including an urgent care clinic. The facility offers referral service to specialists in the regional hospital located 25 miles away in Temple. The military community is served by the 128-bed Carl R. Darnall Army Medical Center and satellite clinics. Seton Hospital is in the neighboring city of Harker.

Killeen’s average household income is $49,332, and the median home value is $136,064. The City has an ad valorem tax rate of $0.7498 per $100 of assessed valuation.

The City of Killeen has received numerous accolades. Recent awards and ongoing recognitions include Tree City USA, KaBOOM! Playful City USA, Keep America Beautiful Presidential Circle Award, Keep Texas Beautiful Gold Star Affiliate Award, Distinguished Budget Presentation Award, and Certificate for Achievement for Excellence in Financial Reporting. In 2015 the City’s fire suppression rating was upgraded to ISO Class 1, which only two-tenths of one percent of communities in the country have achieved.
The Position

The Executive Director of Aviation will manage the airports operated by the City of Killeen. The Director will also have the responsibility to supervise airport personnel engaged in maintenance and operations of the airport; to fuel and service aircraft based or transiting the airport; to direct the planning of airport facilities and operations; to monitor federal and state airport regulations and insure compliance; and to market the airport to corporate and commercial aviation prospects. This position also Exercises supervision of the employees in the Aviation Department.

For a complete job description, click here.

Position Preferences

• Graduation from an accredited four-year college or university with a degree in aviation management, public administration, business management or related field; Master's degree preferred; and,
• Five (5) years of experience in airport management or a related aviation activity;
• Public sector experience, preferred.
• An FAA issued pilot's license or equivalent military aviation experience is desirable.
• A.A.E. accreditation by the American Association of Airport Executives is strongly preferred.

The Ideal Candidate will be:
• Knowledgeable of the various operational and business practices of operating general aviation and commercial service airports;
• A skilled leader and manager with the ability to motivate and develop staff;
• A collaborator and negotiator;
• An effective communicator;
• Knowledgeable of aspects of operating a joint military use airport.

The Ideal Candidate will have
• The ability to establish, enhance and sustain productive relationships with all airport stakeholders, especially military partners, the Federal Aviation Administration (FAA), Texas Department of Transportation (TxDOT) Aviation Division, City Manager's Office, city staff;
• The ability to effectively, responsibly & resourcefully manage the airport system enterprise fund;
• The ability to enhance the airport’s role in achieving economic development successes for the Killeen community and nearby region and;
• The knowledge and the ability to facilitate aviation related & non-aviation related business development & revenue generation.
Salary & Compensation

The salary range for this position is $99,000.16 to $139,447.00. The City participates in the Texas Municipal Retirement System (TMRS) at a 7% employee deposit rate with a municipal matching ratio of 2:1.

A comprehensive benefits package is included.

How to Apply:

To apply online, click here.


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