The City of Santa Barbara invites applications for
Airport Director
Santa Barbara Municipal Airport (SBA)
Santa Barbara, California

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

The Santa Barbara Airport is owned and operated by the City of Santa Barbara, Airport Department, and has provided commercial and general aviation transportation to the region for more than 80 years. Located approximately 10 miles west of downtown Santa Barbara, the Airport is conveniently located near U.S. Highway 101. SBA is the busiest airport between Los Angeles and San Jose carrying approximately 660,000 passengers annually. SBA is the 13th busiest airport in California and the 137th busiest commercial service airport in the United States. It is an integral part of the transportation system and an economic engine for the region generating a quarter billion dollars of revenue in taxes, sales, and employment to the local community.

The Airline Terminal complex consists of a two-story, 72,000 square foot, Spanish Revival building with three glass-boarding bridges, the 6,700 square foot historic terminal, and the short and long-term parking lots within walking distance of the Terminal. Passenger amenities include a news and gift shop, a full service bar and restaurant in the passenger holding area, a restaurant outside of the secured boarding area, free WIFI, car rental facilities, and ground transportation.

Three passenger airlines, Alaska, American, and United provide year-around service. SBA offers daily non-stop flights to Seattle, Portland, San Francisco, Phoenix, Denver, Dallas and Los Angeles and one-stop flights to anywhere in the world. Year-end enplanements for the calendar year ending 2016 were more than 332,000 under a strong enplanement growth trend. Year-to-date 2017, enplanements are nearly 14% higher than the same period in 2016 due to airline up-gauging across all carriers and destinations.

The Airport has a number of significant capital improvement projects in process, most of which are part of the Airport's master plan. Examples include main runway resurfacing, Taxiway H extension project, construction of a commercial/light industrial development and relocation of the airport's two Fixed Base Operators, Signature Flight Support and Atlantic Aviation.

There are 63 FTE’s under leadership of the Airport Director, Airport Operations Manager, Facilities Manager and Business Development Manager. The FY 2018 Operating Budget is $21.8 million, which includes debt service.
The Santa Barbara Community

Idyllically located on the central California coast, Santa Barbara (Spanish for “Saint Barbara”) is the county seat of Santa Barbara County. The City comprises a total of 21 square miles with a culturally diverse population of approximately 92,000 and enjoys a nearly perfect climate year-round. Visitors and residents alike have an abundance of world-class shopping, dining, resort accommodations, and miles of beautiful pristine beaches and coastline to choose from. In addition, the region offers a variety of amenities that are highly attractive to those with an active lifestyle. Residents and visitors can enjoy jogging, bike riding, rollerblading, or just taking a leisurely stroll along the numerous pathways, wharf and harbor. You may also choose to take advantage of the opportunity to go kayaking, boating, sport fishing, or whale watching in the area’s scenic harbor.

Santa Barbara is home to such iconic attractions as the Mission Santa Barbara, the Santa Barbara Zoo, Stearns Wharf, the Botanic Gardens, and beautiful Shoreline Park. It is also home to many of the country’s great artists, winemakers, and Chefs. To add to this tremendous lifestyle and superb quality of life, the City offers numerous parks and championship golf courses.

With Santa Barbara and the immediate adjacent area serving as home to several colleges and universities, educational opportunities are in abundance. They include the acclaimed research institution University of California, Santa Barbara, Westmont College, Antioch University, Santa Barbara City College, as well as several graduate and trade schools. Santa Barbara Airport is conveniently located for travelers and commuters, and bus and rail systems offer transportation options that help to further enhance the area’s quality of life.

With its spectacular mountains, sparkling blue ocean, incredible landscapes, mission style architecture, and year-round sunny weather, it is no wonder Santa Barbara is one of the most beautiful places to live and work and is often referred to as “the American Rivera”.

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City Government
Santa Barbara is managed by the Council/City Administrator form of government. City government services are provided by ten departments: Administrative Services, Airport, Community Development, Finance, Fire, Library, Parks and Recreation, Police, Public Works, and Waterfront. The City Administrator is also the appointed City Clerk/Treasurer. Santa Barbara has 1,036 full-time equivalent employees, a $407 million operating budget for fiscal year 2019, and eight recognized bargaining units. The seven-member City Council is elected by district except the Mayor, who is elected at-large.

Position Overview
The position of Airport Director is an at-will appointment and serves at the pleasure of the City Administrator. The newly selected Airport Director will provide leadership to a department with a commitment to providing excellent service. In addition to providing oversight and leadership for the day-to-day operational and administrative activities of the department, he/she will serve as top advisor and liaison to various community and advisory groups. The Airport Director is also responsible for establishing and maintaining a positive employee and labor relations climate, and for the proper and efficient use of both human and financial resources.

The Ideal Candidate
The selected candidate as the next Airport Director will be an experienced Airport services leader who possesses outstanding interpersonal, organizational, and leadership skills; be politically astute, yet apolitical and able to thrive in a complex regional environment; and has demonstrated the ability to establish positive relationships with employees throughout an organization and place a high value on the professional development of staff. In summary, qualified candidates will excel in providing executive leadership and guidance to the community.

- Be open and honest and possess a reputation as a competent, fair, and consistent leader.
- Have a sound record of ethical and professional conduct.
- Be politically astute, yet apolitical and able to thrive in a complex regional environment.
- Demonstrate and promote the highest standards of personal and professional conduct.
- Establish positive relationships with employees throughout the organization and place a high value on the professional development of staff.

(continued...)
The Ideal Candidate (continued...)

• Be considered an innovative leader within municipal Airport services and be recognized for being an ongoing contributor to the advancement of the profession.
• Have extensive experience with sound and effective labor relations.
• Have the ability to make organizational changes that improve the operational and administrative effectiveness of the Department.
• Have a reputation for establishing and maintaining a high level of trust between management and all levels of the organization.
• Be able to formulate long-range plans that communicate future vision, direction, and leadership expectations.
• Have an understanding of policy decision-making, including working with elected officials and local, State, and Federal agencies.
• Have an ability to manage and recruit a diverse staff while providing personnel management including the ability to coordinate and delegate, supervise, train, and develop staff, assess staff capabilities, handle/prevent personnel problems, and optimize staff skills and communication.
• Be comfortable working with a variety of individuals at any level in the organization.
• Possess excellent writing skills, a highly articulate oral communicative style, and the ability to clearly explain complex issues to a wide variety of constituents.
• It is also highly desirable that the new Airport Director live within the South Coast area.

Experience & Education

Education: A Bachelor’s degree with major coursework in airport management, public administration, business administration, or a related field is required. However, a combination of education and experience will be considered at the sole discretion of the City. An advanced degree is a plus combined with a track record of success. AAE or IAP accreditation is preferred.

Experience: This position requires significant and progressively responsible executive Airport administration experience in a comparable or larger municipal Airport department.

With a passion for public service and a proven track record of success, top candidates will have achieved an outstanding career in Airport service and a progressively responsible senior level career path with demonstrated accomplishments, including leading major projects, airport development, and administration and compliance initiatives.
Review & Evaluation of Qualifications:

Working with ADK, the City of Santa Barbara will give serious consideration to all qualified candidates who apply and demonstrate executive level experience in an organization of similar relative complexities and size. An understanding of key issues faced in small and medium hub airports will be of significant importance to the City. The review and evaluation of qualifications will be at the discretion of the City, based on the most appropriate combination of experience and education that provides the knowledge, skills, and abilities required by the position as fits the needs of Santa Barbara.

Compensation

The successful candidate will be offered a very competitive salary with an outstanding benefits package. The current range is $157,014 – $190,853. The starting salary extended to the top candidate will reflect the candidate’s work experience and track record of career success. Moving and relocation expenses are negotiable.

Benefits include:

• **Retirement** – CalPERS: “Classic” members: 2.7% @ 55; employee contributes 10.726% of salary. “New” members: 2% @ 62; employee contributes 6.75% of salary. The City does not participate in Social Security.

• **Health Insurance** – Insurance includes medical, dental, and vision benefits available under a Cafeteria 125 Plan. The employee receives an annual allotment of $20,616 ($1,718 monthly). If the allotted amount is not fully utilized for benefits coverage, the employee will receive the remaining balance in “cash back.”

• **Vacation** – Accrued at the rate of 160 hours per year; credit for prior public service will be considered.

• **Sick Leave** – Accrued at the rate of 96 hours per year, credit for prior public service will be considered.

• **Management Leave** – 40 hours per year each July 1st (pro-rated the first year).

• **Personal Leave** – 32 hours per year each July 1st (pro-rated the first year).

• **Holidays** – 10 paid holidays (80 hours) per calendar year.

• **Deferred Compensation** – 457 Savings Plans are available.

• **Life Insurance** – Provided equal to one-year salary.

• **Car Allowance** – Monthly allowance of $589 is provided.
The Selection Process:

To be considered, candidates must submit a compelling cover letter and resume to the link below. Candidates are strongly encouraged to apply early in the process.

The closing date for this position is Monday, November 19, 2018.

ADK will conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment brochure. The selection process may also involve a supplemental questionnaire, self-directed interviews, telephone interviews, and reference checking. Only a select group of highly qualified candidates will be invited to interview. It is anticipated that the new Airport Director will join the City in early 2019 at a mutually agreeable date.

Should you have any questions regarding this position or the recruitment process, please contact Matt Nelson, ADK Senior Project Manager at (831) 915-0307. Confidential inquiries are welcomed.

To apply online, click here.

The Santa Barbara Airport (SBA) is an equal opportunity employer.