

Columbia Metropolitan Airport (CAE) stands out as one of the beacons of commerce in the heart of South Carolina. A beautiful terminal and a sweeping landscaped entrance create a warm welcome mat for the airport's customers. CAE is a small-hub, commercial service airport with nearly 600,000 enplanements in 2008 and aircraft operations approaching 85,000 annually. The current year operating budget is approximately \$11.7 million with a capital budget of just less than \$1 million. CAE has a staff of 115 employees.

CAE is operated by the Richland-Lexington Airport District acting as a political sub-division of the State of South Carolina. The twelve District Commissioners are appointed for a term of four years by elected leaders of the Counties of Richland and Lexington as well as the City of Columbia.

The airport is served by 6 passenger airlines with nonstop service to 12 destinations. In addition, cargo service is provided by both UPS and FedEx. UPS operates its Southeast Air Hub out of CAE. Improvements to the airport over the last several years have included the construction of the Hardee Expressway, the loop road around the terminal, the

construction of the parking garage, and a new rental car consolidated service facility. There have been extensive improvements in landscaping, development in the airport's industrial park, improvements at the West Cargo facility, expansion of the Doolittle Hangar and upgraded facilities for U.S. Customs and Border Protection. Plans for 2010 include major airfield rehabilitation projects for the passenger apron, R/W 5/23, and R/W 11/29. Numerous tenants enhance the revenue stream and call CAE home.



COLUMBIA METROPOLITAN AIRPORT





**Richland - Lexington Airport District
invites your application for
EXECUTIVE DIRECTOR
Columbia Metropolitan Airport (CAE)**

About the Area

Columbia is located in the Riverbanks Region, the heart and geographic center of South Carolina. Columbia proudly and effectively takes on the role of the capitol of South Carolina. It's gracious and charming region is the education center and caretaker of South Carolina history, tradition and culture. Columbia's keen civic pride and Southern hospitality, combined with endless opportunities for indoor and outdoor activities, create an appealing environment for a variety of audiences.

What is it about the Columbia area? Those who live here love it. Those who visit find reasons to come back. There is a feeling here that's hard to describe, a vibrancy in the midst of Southern comfortable charm. It's easy to get to Columbia and convenient to get around. With an estimated MSA of over 721,000, the area offers its residents and visitors a variety of cultural opportunities and an eclectic mix of entertainment that goes on all year long.

Columbia is a great place to live, often cited for its high quality of life with its many cultural amenities, parks, recreational features, cost of living and strong economy. *Where to Retire* magazine listed Columbia as one of its 25 best choices for retirement as a "budget town" in its January/February 2007 edition.





The Arts and Entertainment

Columbia's sophisticated cultural scene gives art and music enthusiasts an endless array of art shows, art festivals, exhibits, many museums, hand-blown glass demonstrations, theater, musical theater, film festivals, [ballet](#), dance companies, [orchestra](#), jazz, music festivals, and concerts. The [Columbia Museum of Art](#) exhibits modern and classical works as well as presents children's programs and chamber music concerts. Theatergoers will be thrilled as the Region has many venues for evening entertainment. The [Town Theater](#), the longest continuing performing arts theater in the country and the more modern [Koger Center for the Arts](#), which also provides excellent entertainment in the form of theatre, music and dance are just a few of your choices. The [Carolina Coliseum](#), The [Township Auditorium](#) and the 18,000 seat [Colonial Center](#) also provide a wide array of evening entertainment.

Eating in the south is a way of life, and Columbia does it well. From southern comfort foods to new bistro specialties, Columbia offers over 450 dining options. The historic [Congaree Vista](#), a 1,200-acre district running from downtown toward the Congaree River, features a number of historic buildings that have been rehabilitated into a mixed use development that has become the city's premier location for shopping, dining and art.

Recreation

Something to look forward to in the Riverbanks Region is being outdoors! You can choose to spend time participating in one of many outdoor sporting activities, or just browsing through an antiques store. Golf is a year round sport in the Region where you will find over 20 golf courses. For more active sports, play tennis or join a rowing club. Columbia offers over 100 local, regional, state, and national parks. The many parks and downtown Congaree River Walk lend themselves to bike riding, rollerblading, jogging, and stroll-



ing. Take some time to explore the abundant natural beauty of the Riverbanks Region. Spend an afternoon fishing on beautiful [Lake Murray](#), kayak down one of our three rivers or enjoy a nature walk through nearby [Congaree National Park](#), a breathtaking place which contains one of the country's last remaining stands of old-growth forest. Visit the new [Edventure](#) or [Riverbanks Zoo and Garden](#), ranked in the top 10 nationally. For spectator sports, take in the semi-pro and university sports. Nothing beats a Saturday afternoon of football with the University of South Carolina Gamecocks.





Festivals and Events

The City of Columbia has long been the hub of arts, music, history, and culture in the state. This strong presence of an artistic community lends itself to the many festivals and events in the city and throughout the county: SC Archaeology Festival, Holiday Lights on the River, Jubilee Festival, Carolina Carillon Holiday Parade, Vista after Five, Holiday Tours of Historic Columbia, St. Patrick's Day in Five Points, Harambee Festival, Bark to the Park, Craftsmen's Classic Arts & Crafts Festival, Clean Sweep Sale, Auntie Karen's Legends Concert Series, Five Points After Five, Governor's Carolighting, The Holiday Market, The Okra Strut, 3 Rivers Music Festival, Palmetto Sportsmen's Classic, Riverfest, Artista Vista, SC Oyster Festival, SC State Fair, Summer Concert Series, Five Points Blues Festival, and the Annual Chili Cook Off.

Education

There are two school districts that cover the City of Columbia: Richland One and Richland Two. These two districts combined have 43 elementary schools, 14 middle schools, 12 high schools and 1 career center. The Greater Columbia area offers twenty-two school districts including the highly rated Rich-Lex 5 (Irmo area) and Lexington 1. In addition, there are eighty private school opportunities for families to consider when moving to the area. Columbia is home to the [University of South Carolina](#), Benedict College, Allen University, Columbia College, Columbia International University, and Midlands Technical College.

Important Links:

[Columbia Metropolitan Airport](#)

[Central SC Alliance](#)

[Columbia Metropolitan Convention and Visitors Bureau](#)

[Columbia Chamber of Commerce](#)

[City of Columbia](#)

[2009 Official Visitors Guide](#)



Photographs courtesy of:

John E Powell, Photographer

Columbia Metropolitan Convention
and Visitors Bureau

2005-2006 Rankings

- Columbia was ranked 17th in business climate by *Forbes Magazine*.
- Ranked as one of *Inc. Magazine's* Best Medium Sized cities for doing business.
- One of the lowest industrial electric costs in the U.S. and 15th lowest for all sectors.
- SC was rated as the number one state in the U.S. for pro-business environment by Pollina Corporate Real Estate, Inc.
- Columbia ranked 2nd in "America's Most Livable Communities" for mid-sized cities.





Job Description

The Executive Director serves as the chief executive officer, responsible for the overall management and administration of the Columbia Metropolitan Airport (CAE). The Executive Director plans, directs, and coordinates the work of staff personnel. The Executive Director administers policies and directives of the Richland-Lexington Airport District and reports directly to the Board of Commissioners.

The Ideal Candidate

CAE seeks an Executive Director who exhibits a passion for developing and managing a team-oriented work environment that embraces diversity for overall growth. You will have demonstrated proven leadership skills in an airport management setting at the number one or two position. This unique opportunity will go to an exceptional, proactive person who can use persuasive abilities to create enthusiasm at this customer service focused airport.

The ideal candidate will also be a persuasive communicator with a leadership style that is participatory, team-oriented, and knows how to engage with the community. As an experienced and effective team builder, you will have coordinated, directed, and managed the work of others while implementing your vision for the future. You will possess an extensive knowledge of principles and practices of modern airport management which has been acquired through verifiable work experience and education.

You will be responsible for overall administration, operation, maintenance and development of CAE. You will have the capability of being the direct representative of the Richland-Lexington Airport District to the public, news media, aviation community, and appropriate government entities while remaining politically astute with a proven record of earning the respect and trust of others.

You will have demonstrated exemplary leadership through a dynamic, outgoing, relationship building persona that relied on being a leader with unquestionable character and integrity. The ideal candidate will have shown a capacity to coordinate, organize, work and resolve issues with various groups that often have a competing interest in the airport (i.e. airlines, general aviation, airport tenants, neighborhoods, military, TSA, FAA, and the flying public).

Requirements

The superior 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 in workforce development. You will have, as a minimum, a Bachelor's degree in Airport Management, Business Administration or related field. An MBA is very desirable. To become a finalist, you will be currently employed as an airport executive with a minimum of ten (10) years of progressive management experience at a commercial service airport with at least five (5) years at the number one and/or number two position. A.A.E. accreditation is required.

Compensation & Benefits

Starting salary range is \$150,000 - \$175,000 DOE.

The range of benefits available includes:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Disability Insurance
- Life Insurance
- State-sponsored Retirement Plan
- Vacation Leave
- Sick Leave
- Vehicle
- Relocation Benefits





How to Apply:

Please submit a cover letter, resume, and at least five (5) professional airport references to ADK Executive Search at:

CAE@adkexecutivesearch.com

Your references should include the working relationship between you and your listed reference. Your cover letter should include the following:

1. Your overall airport management philosophy. Include the size of airports/facilities and communities you have served.
2. Your experience at the number one or number two position at a commercial service airport(s) and how you think it applies to CAE.
3. The size of the operating budget, capital improvement budget, and staff you have managed.
4. What you feel it takes at today's airport to develop the necessary revenues that allow an airport to grow and prosper. Include your experience/philosophy in implementing non-aeronautical related airport development.
5. Your comfort level and experience in Air Service Development.
6. Your philosophy on building and maintaining a team environment.
7. Your vision for becoming involved in the community.

Filing Deadline: September 15, 2009

Only complete electronic submissions will be considered.

Email Questions to:

CAE@adkexecutivesearch.com

