



ASPEN/PITKIN COUNTY AIRPORT

Pitkin County Invites Applications for
Finance Director

Aspen Airport (ASE)

Aspen, Colorado

Executive Search Services Provided by ADK Consulting & Executive Search



The Airport

Aspen Airport (ASE) is a commercial service airport experiencing explosive growth in commercial flights. Flights have increased 26% YTD since 2016 and enplanements total 250,000. United, Delta and American service ORD, MSP, ATL, DFW, IAD, PHX, SLC, LAX, SFO, and DEN. ASE's operational budget for 2018 is \$10,019,957.

Atlantic Aviation operates the airport's FBO. Aircraft Maintenance is offered by West Star Aviation, and Mayo Aviation is an aircraft charter company based at the airport. The airport also has a restaurant, gift shop, and several rental car companies.

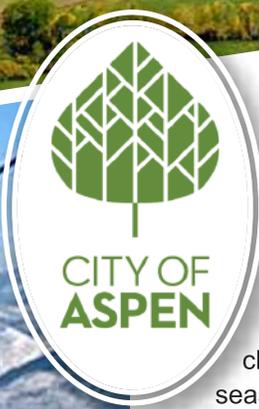
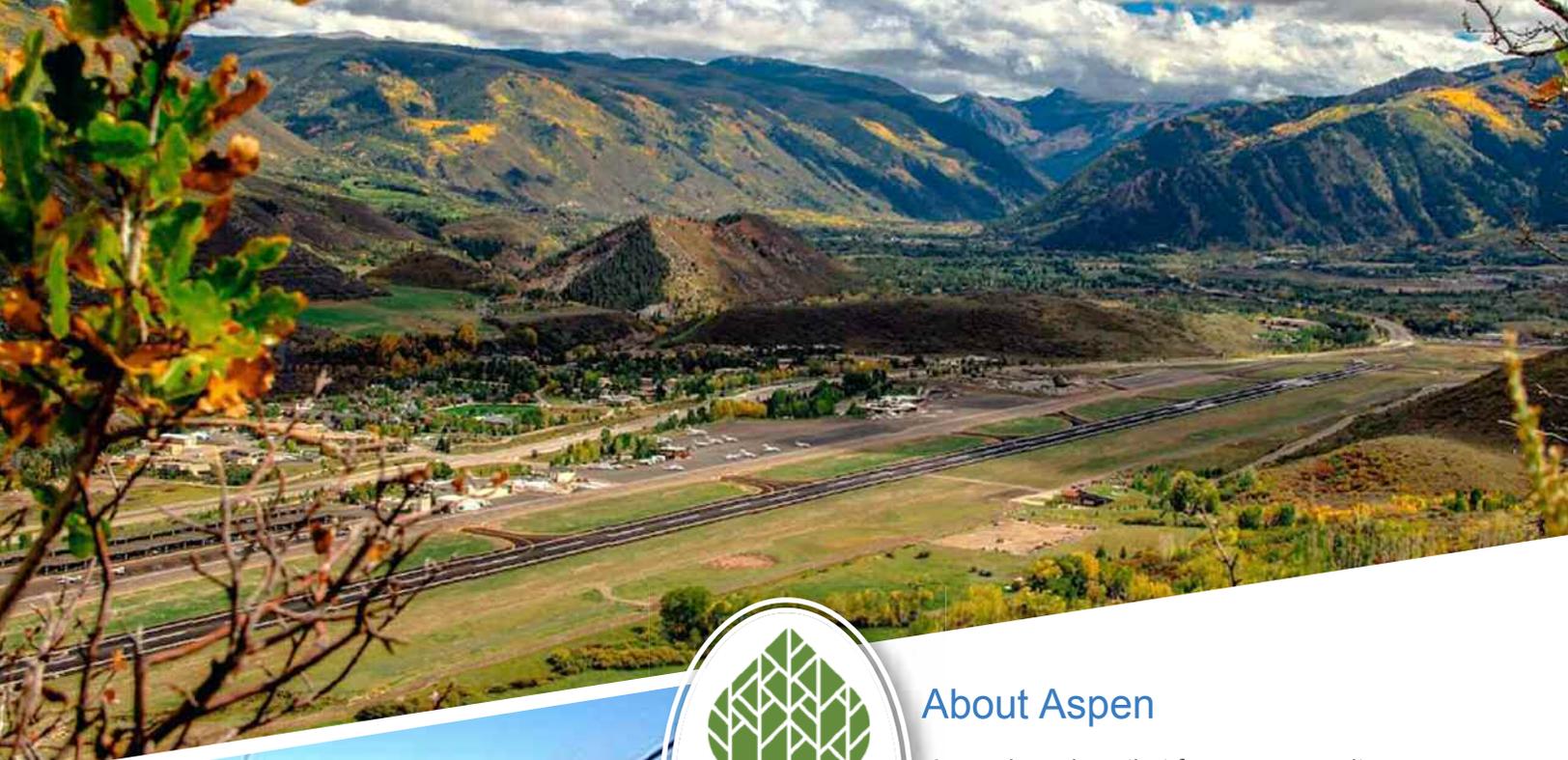
Aspen airport is entering one of, if not the most dynamic periods in its 70-year history. The FAA just issued ASE a FONSI for its Environmental Assessment which clears a path for major airport developments pending community dialogue.

First, relocating the runway to meet Group III design standards, allowing larger jets and the new generation of regional jets. Second, building a new commercial service terminal cleared for 140,000 square feet replacing the existing 47,000 square foot terminal.

Additionally, the airport has Master Plans under consideration by County Commissioners to redesign and relocate the terminal area entrance roads, public and employee parking lots, and ground transportation areas. ASE's ARFF index would upgrade to C. The development is estimated to be \$400,000,000.

There are 49 employees at the airport. This is an exciting era to become part of TEAM Aspen Airport. Several "new" key leadership positions have been created including a new Assistant Aviation Director, Director of Facilities, and Director of Operations, Safety and Security.





About Aspen

Aspen is a place that famous songwriters have immortalized in their music. It is home to world class skiing, arts and cultural events, and a world-renowned intellectual think-tank. Aspen's 360-degree beauty challenges photographers to capture every season and breathtaking views.



Situated high in the Rocky Mountains and located 200 miles southwest of Denver, Aspen was named for its abundance of aspen trees. Originally a summer hunting camp for the Ute Indians, it saw its first white settlers in the 1870s, when the area became a mining camp, a part of the famed Colorado Silver Boom.

The city is now a world-renowned ski resort, as well as a tourist and cultural center. Downtown has been largely transformed into an upscale shopping district that includes high-end restaurants, salons, and well-known boutiques. To Aspen's credit, the city has closely protected its robust history and architecture, with its multicolored, gingerbread Victorian era homes and commercial buildings. These "painted ladies" create a fascinating and vibrant downtown, defined by the surrounding majestic mountains.



With more than 300 days of sunshine a year, Aspen is a destination for outdoor enthusiasts year-round. Favorite activities include alpine and cross-country skiing, snowboarding, whitewater rafting, hiking and biking, and in the fall, horseback riding through dense yellow aspen groves on the mountain side.

About Aspen *(continued...)*

In the late 1940s, skiing arrived in Aspen as did modern day founders Walter and Elizabeth Paepcke. With a vision for the community that focused on Mind, Body and Spirit, the Paepckes helped Aspen begin a civic and cultural renaissance - one that continues to this day. There is an endless array of things to do and special events. No wonder Aspen is visited by people from all over the world.

Events

A season does not go by in Aspen without a community event to look forward to. Kicking the year off in style is Aspen's Winterskol™ celebration in January toasting winter with artistic snow sculptures, fireworks and even a Canine Fashion Show! Enjoy fine food and wine, then make plans to attend the annual FOOD & WINE Classic in Aspen every June. Featuring food, wine, and spirit superstars, Aspen becomes the top destination to discover the latest in culinary trends. And Aspen's Old Fashioned 4th of July Celebration takes patriots old and young back to a time when neighbors and new friends gathered to commemorate the founding of our country. Closing out the summer season, art enthusiasts will enjoy a variety of mediums created by nearly 175 artists in Aspen's spectacular summer mountain setting during the Aspen Arts Festival in July.

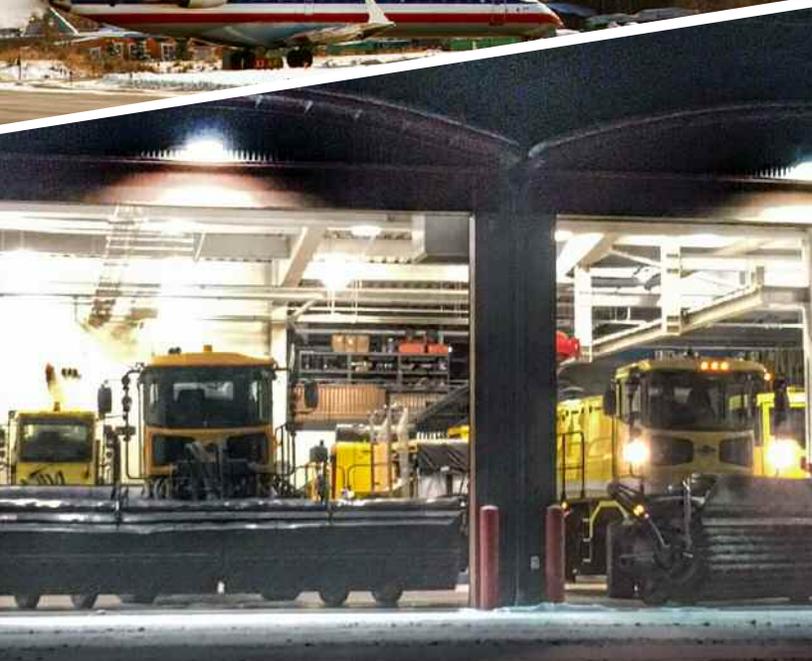
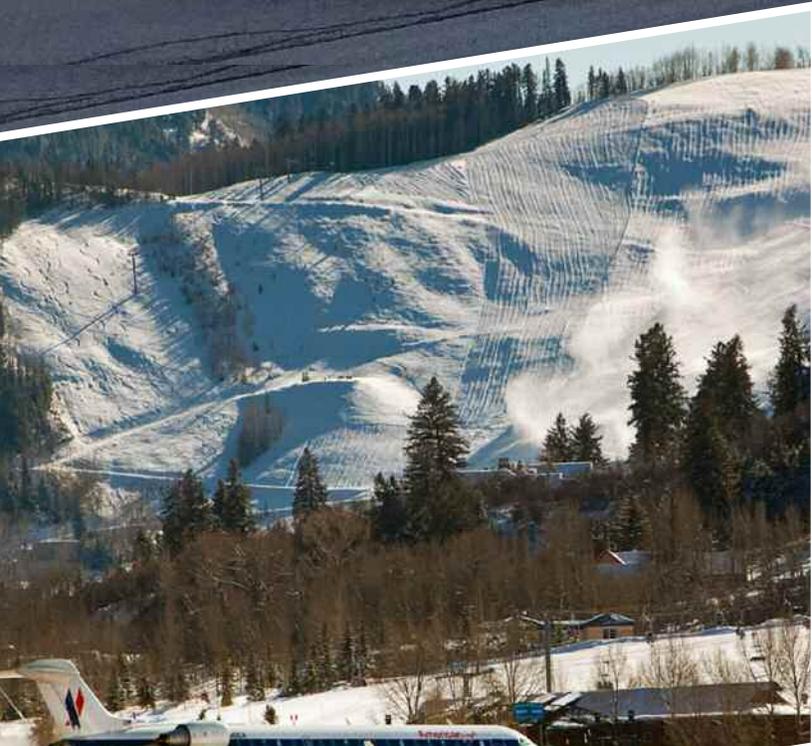
THE MOUNTAIN:

Aspen Mountain, with its famous black-diamond terrain, has kept Aspen on the map since 1947.

With breathtaking 360-degree views of the Maroon Bells and an abundance of expert terrain as well as groomed cruisers, it's no wonder Aspen Highlands has been the locals' favorite for over 50 years.

Buttermilk built its 50-year legacy on wide-open and gently rolling trails that cater to beginners and families. It has been voted #1 by Transworld Snowboarding Magazine Reader's Poll for best park and pipe.





The Position

The Finance Director – Under the direction of the Airport Director, this newly-created position will plan, develop and provide management oversight for the Finance and Accounting department of the Aspen Airport (ASE). This includes budgeting, financial analysis and reporting, grant management, contracting, accounting, procurement and investment of surplus funds performance capital financing.

The Finance Director:

- Leads, directs, plans and is responsible for the day-to-day management of the Aspen/Pitkin County Airport Finance and Accounting department to include: accuracy of financial data and systems, including financial records, grant management, debt management, financial analysis and reporting, revenues including PFC, audits and budgets.
- Develops short and long-term financial plans, goals and objectives consistent with the Aspen/Pitkin County Airport's strategic operating and capital improvement plans.
- Responsible for the activities relating to accounting, fiscal reporting, debt management, treasury functions including cash management, investments, real estate, risk management, purchasing and inventory.
- Directs development of ASE budget; analyzes financial data and trends, develops revenue and expenditure forecasts; manages annual audit.
- Manages banking activities; directing and accounting for investment activity; preparing of financial reports and accounting data; preparation of revenue forecasts; and directing the activities of the finance team.



The Position *(continued...)*

- Manages staff, tracks and reviews work activities and evaluates work performance; provides direction and guidance on technical and policy issues in accordance with aviation industry standards and County policies.
- Advises and consults management on financial matters pertaining to ASE operations and future growth potential.
- Manages, negotiates and oversees ASE vendor contracts. Ensures compliance with operations and performance standards required of the contracts.
- Responsible for risk management.
- Maintains fixed assets and capital project records.
- Attends appropriate meetings of the Board of County Commissioners and other meetings as requested by the Director.
- During an ICS/Emergency situation, responsible for management of financial records related to the incident.

For a full job description, [click here](#).





Position Qualifications

Bachelor's degree in accounting, finance, business administration or a related field; AND five years of progressively responsible experience in finance, administration and contract preparation and compliance. In addition, five years of financial experience at the senior level at a commercial service airport is preferred. Certified Public Accountant or Certified Government Finance Officer is also preferred.

Salary & Compensation

The starting salary range for this position is \$112,895 to \$137,677 with an attractive benefits package, including a relocation and stipend package available to out-of-area candidates.



How to Apply:

To apply online, [click here](#).

**Deadline for applications is
Friday, March 15, 2019**

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