



Metropolitan Nashville  
Airport Authority<sup>SM</sup>

The Metropolitan Nashville Airport Authority invites applications for  
**Assistant Vice President Real Estate Development**

Nashville International Airport (BNA)  
John C. Tune Airport (JWN)

Nashville, Tennessee

*Executive Search Services Provided by ADK Consulting & Executive Search*

## The Airports

The **Metropolitan Nashville Airport Authority** (MNA) was established in 1970 and owns and operates Nashville International Airport (BNA) and John C. Tune Airport (JWN). A 10-member Board of Commissioners appointed by the Mayor of Nashville establishes policy for the two airports that collectively contribute more than \$3.7 billion in total economic benefits and more than 38,000 jobs annually to the regional economy. Middle Tennessee is one of the fastest growing regions in the U.S. and as it continues to grow, so will MNA's role as an economic engine, community leader and cultural ambassador on behalf of Nashville.

As the region's conduit to travel, Nashville International Airport often serves as the first and last impression of the area for travelers to Nashville. With that in mind, BNA strives to bring the city's unique sounds, tastes, and distinctive southern hospitality to the airport environment and a warm and welcoming experience for Nashville visitors. As soon as travelers enter the terminal or step foot off the plane, it's clear that BNA, as well as the MNA team, represent the energy and spirit of Nashville.

*The Authority employs more than 300 staff members who are dedicated to the airport's vision and mission to create and inspire a team dedicated to providing superior customer service, facilities and air service in a safe and secure, warm and welcoming environment that reflects the best of Nashville.*

With more than 15 million passengers flying through BNA annually, it is one of the fastest growing airports in North America. BNA is served by 15 passenger service airlines and three cargo carriers and has approximately 440 passenger flights daily to more than 65 nonstop markets.

In 2018, 15,996,194 passengers traveled to and from BNA, an increase of more than 1.86 million passengers over the 2017 calendar year, representing a 13.2 percent increase, and setting a new, all-time passenger record for the sixth consecutive calendar year. 2018 was also the third calendar year in a row to add more than 1 million additional total passengers, and the first calendar year to exceed 1 million passengers in every month.





## The Airports *(continued...)*

Nashville International Airport (BNA) is the fourth fastest growing airport among the top 50 airports in North America.

**John C. Tune Airport (JWN)** is Tennessee's busiest general aviation airport, serving as a reliever for BNA, as well as a hub for corporate travelers and aviation enthusiasts. With a 3,600-square-foot terminal, 125 T-hangars and two enclosed hangars of 21,000 and 18,000 square feet, JWN operates 24 hours a day.

## BNA Vision

Launched in July 2016, BNA Vision is the dynamic growth and expansion plan for Nashville International Airport. Upon its completion in 2023, BNA Vision will include a Parking and Transportation Center, new Concourse D, expanded terminal lobby and security checkpoint, a state-of-the-art International Arrivals Facility, airport administration building, a hotel and designated space for a future potential transit connection. As with all other airport capital improvement projects, no local tax dollars will be used to fund this \$1.2 billion project.



Metropolitan Nashville  
Airport Authority™

## The Community

From the moment you step from the plane into the terminal at **Nashville**, you know you are in **Music City**. Live music fills the air and you can feel its pulse as you walk through the airport. Visitors quickly discover what locals appreciate...the culture and history, the great food, sports, outstanding academics, natural beauty, and pure Southern charm of Nashville.

**MUSIC & ENTERTAINMENT** – Well known for its country music industry, popular sites include the Country Music Hall of Fame and Museum, Grand Ole Opry and Ryman Auditorium, called the "Mother Church of Country Music."

Each year the CMA Music Festival brings thousands of fans to the city of Nashville. But country only tells half the story — Bonnaroo Music & Arts Festival has become a destination for hundreds of thousands of fans who flock to nearby Manchester, Tenn., to experience music of all kinds, from rock & roll and soul to electronic dance music and hip hop.

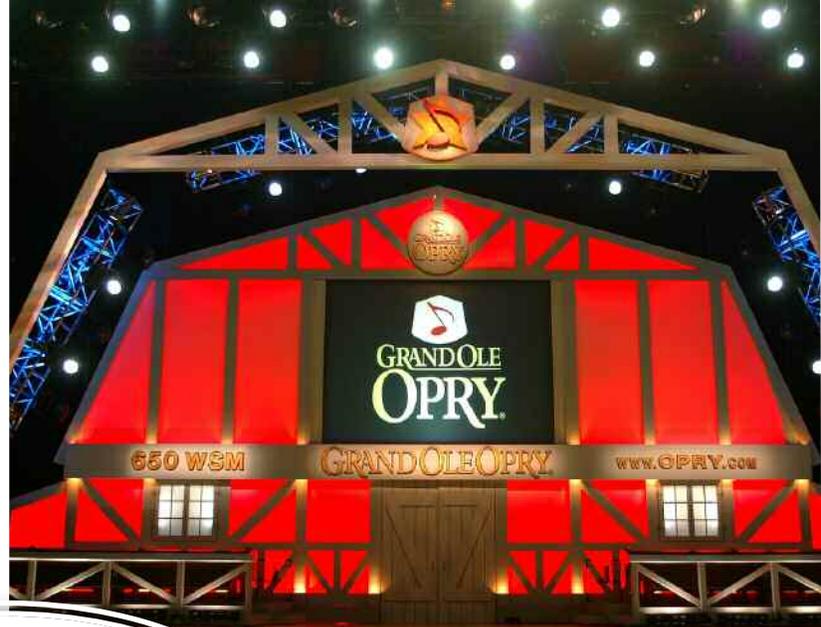
The Nashville of today is known for its vibrant and diverse entertainment scene. The Tennessee Performing Arts Center is the major performing arts center of the city. It is the home of the Tennessee Repertory Theater, the Nashville Opera, the Music City Drum and Bugle Corps, and the Nashville Ballet. The Schermerhorn Symphony Center is the home of the Nashville Symphony.

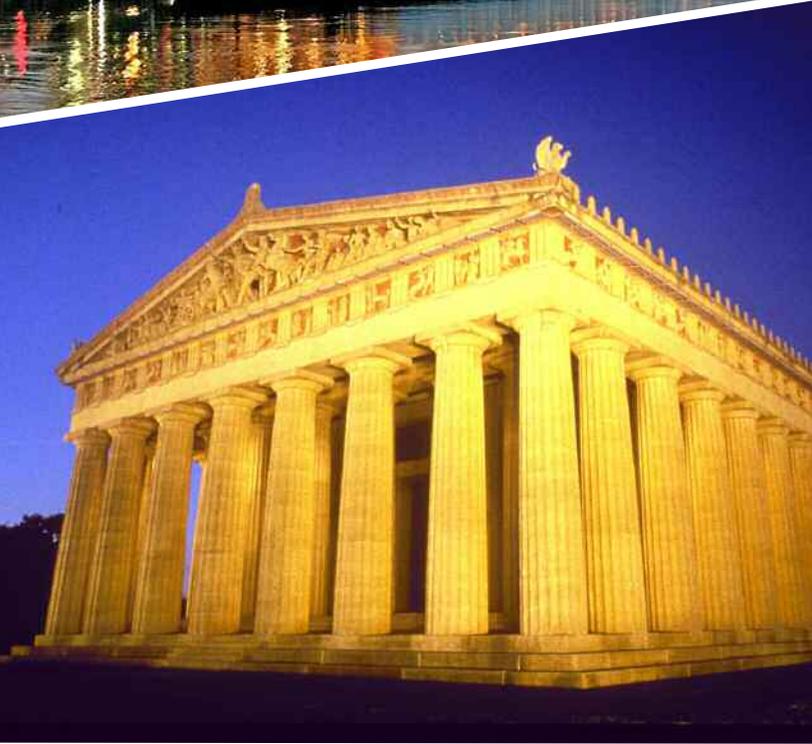
Nashville also has an active theatre scene with several professional and community theatre companies. Most notable of the professional companies are Nashville Children's Theatre, Tennessee Repertory Theatre, the Nashville Shakespeare Festival, the Dance Theatre of Tennessee and the Tennessee Women's theater Project. Of the community theatres, Circle Players has been in operation for more than 60 years.

**CULTURE** – Nashville earned its "**Music City**" moniker in the 1950s and has maintained its status as a global center of the entertainment industry ever since. The energy and diversity of our local music scene have been praised in publications such as Travel + Leisure, Nylon, SPIN and Rolling Stone.

Music put Nashville on the map, but it's not the city's only claim to fame. Entertainment options include major-league sports teams; an extensive public park and greenway system; museums and art galleries; a professional symphony orchestra; opera, ballet and theatre companies; and numerous cultural festivals and events. There's something for everyone to discover.

NASHVILLE  
**MusicCity**  
...





## The Community *(continued...)*

**FOOD & WINE** – While Nashville has long been known for its expansive music scene, the talent and creativity of its culinary scene has recently put Nashville on the map. *Food & Wine* highlighted the "booming Music City food scene," *Food Arts Magazine* noted the "emerging culinary scene putting Nashville on the gastronomic radar" and, most recently, *Condé Nast Traveler* stated this about Music City: "There's enough going on food-wise to warrant a trip solely for eating." Nashville's creative spirit has certainly infiltrated into its kitchens, turning them into the chef's studio. From Southern fare to haute cuisine to quite literally everything in between, Nashville's palate offers it all.

**EDUCATION** – Nashville and the Middle Tennessee region is home to 25 colleges and universities including Vanderbilt University, Belmont University, Meharry Medical College and Fisk University, to name a few. By the 1850s, the city was known as the "Athens of the South" for the number of higher education establishments in the area and being the first southern city in America to establish a public school system.

**SPORTS** – Nashville has many professional sports teams, most notably the Nashville Predators and Tennessee Titans, Nashville Sounds, Nashville Venom, Nashville Soccer Club, and Nashville Football Club. Nashville is home to four college Division I athletic programs and is host of the Franklin American Mortgage Music City Bowl.

**ECONOMY** – The greater Nashville region is home to more than 1.9 million people and more than 40,000 businesses. Many corporate headquarter giants call Middle Tennessee home, including Nissan North America, Bridgestone Americas, HCA, Dollar General, LP Building Products, Cracker Barrel, Asurion, and Gibson Guitar. A national hub for the creative class, Nashville has the strongest concentration of the music industry in America.

The Nashville region's educated workforce not only provides an abundant talent pool for companies, but also bolsters the region's vibrancy, artistic and musical essence, and competitive edge in technology and innovation. The Nashville region is defined by a diverse economy, low costs of living and doing business, a creative culture and a well-educated population. Cultural diversity, unique neighborhoods, a variety of industries and a thriving creative community make Middle Tennessee among the nation's best locations for relocating, expanding and startup companies.

### **AWARDS** –

- Nashville International Airport was named the fastest growing airport of its size and awarded the Airport Traffic Growth Award from anna.aero
- Nashville was named *Travel & Leisure's* 50 best places to travel
- *TheStreet* named BNA one of the **"Best Airports in the World"**

## The Position

**The Assistant Vice President (AVP), Real Estate** is responsible for providing strategic direction and oversight of the Real Estate Department function at BNA, including aviation real estate, non-aviation real estate, and hotel development, management and operation.

- Develops junior and senior real estate staff and ensures the real estate department functions as a cohesive, effective team.
  - Creates and executes upon strategic land development plans.
  - Develops plans and processes for tenant retention, lease renewal and re-leasing.
  - Develops processes and procedures for monitoring contracts, leases and other agreements
  - Manages the development of requests for proposal (RFPs), requests for qualifications (RFQs), and other solicitation documents.
  - Participates in the negotiation of leases and agreements with current and future tenants.
  - Analyzes and prepares summaries and recommendations regarding real estate development proposals.
  - Prepares correspondence, documentation, and records.
  - Monitors contracts, leases, and other agreements, many of them complex, to ensure compliance.
  - Oversees property management activities of MNAA-owned buildings.
  - Develops policies and procedures for property management activities.
  - Oversees appraisal process and appraiser selection.
  - Builds processes and procedures from the ground up to effectively manage the real estate team and accomplish real estate goals.
  - Works closely with other departments such as maintenance, engineering and design, strategic planning, and legal, as well as senior and executive MNAA staff, tenants, and government agencies regarding real estate matters, property management, contract compliance, land acquisition, and land development.
  - Creates and manages real estate department budget, including operating and capital budget development, both short, mid and long-term.
- (continued...)*





## The Position *(continued...)*

- Identifies ways to decrease expenses and increase revenue, including identifying revenue opportunities through private and public partnerships and reviewing and/or establishing airport rates and charges.
- Holds staff and stakeholders (tenants and other airport business partners) accountable to carry out the provisions of the agreements.
- Utilizes technology and data analytics to maximize revenue and profitability for the airport.

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and coaching/mentoring staff; planning, assigning, and directing work; appraising performance; developing, coaching, rewarding and disciplining staff; addressing complaints and resolving problems.

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

## Position Qualifications

The successful candidate will have a bachelor's degree from an accredited college university. Master's degree is preferred. Also required is 7 – 10 years of experience in real estate or related field. Certified Member (C.M.) or designation as an Accredited Airport Executive through AAE is also preferred.

## Salary & Compensation

The starting salary for this position is \$117,364 to \$159,680 with a very attractive benefits package.

## How to Apply:

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

Deadline for Complete Applications:  
Open Until Filled



Project Manager: **Linda Frankl, AAE**  
[linda@adkexecutivesearch.com](mailto:linda@adkexecutivesearch.com)