



The Grand Forks Regional Airport Authority  
invites applications for

**Executive Director**  
Grand Forks International Airport (GFK)

Grand Forks, North Dakota

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

## The Airport

**Grand Forks International Airport** is a non-hub, primary commercial service airport with over 146,000 enplanements, 9,852 metric tons of cargo tonnage and 317,741 operations. It is operated by the Grand Forks Regional Airport Authority, a 7 member board of commissioners appointed by the Grand Forks Mayor and the Grand Forks County Commission. The current year operating budget is approaching \$4.5 million and the capital budget is \$11,719,665. The airport receives both passenger and cargo entitlements. The airport is home to FedEx, Delta, Allegiant, AvFlight (FBO), Valley MedFlight, and GFK Flight Support (Charter Operator).

The University of North Dakota is the largest tenant of the Grand Forks International Airport and maintains a fleet of approximately 120 aircraft on the premises. The John D. Odegard School Flight Program is known around the world for academic excellence. From the most technologically advanced simulators to the world's largest collegiate training fleet, their state-of-the-art facilities provide students with a training experience second to none. The University occupies just under 25 acres of airport property.

The airport is located 5 miles west of the City of Grand Forks and 10 miles east of the Grand Forks Air Force Base.

### Significant Projects Underway or recently completed:

- ◆ \$7M 4th runway for General Aviation (2009)
- ◆ \$22M Byron L. Dorgan Terminal (2011)
- ◆ \$3M Snow Removal Equipment Building (2013)
- ◆ \$5M Reconstruction of the intersection of the main taxiway of A and B along with Taxiway D

The Authority has a staff of 26 non-union employees. Additionally, ARFF responsibilities are fulfilled by Authority employees.





## The Community

Grand Forks is the third-largest city in North Dakota and the county seat of Grand Forks County. According to the 2010 Census, the city's population was 52,838, while that of the city and surrounding metropolitan area was 98,461.

Grand Forks, along with its twin city of East Grand Forks, Minnesota, forms the center of the Grand Forks, ND-MN Metropolitan Statistical Area, which is often called Greater Grand Forks or The Grand Cities.

Historically dependent on local agriculture, the city's economy now encompasses higher education, defense, health care, manufacturing, food processing, and scientific research. Grand Forks is served by Grand Forks International Airport and Grand Forks Air Force Base, while the city's University of North Dakota is the oldest institution of higher education in the state.

**Parks:** The Grand Forks Park District operates 14 neighborhood parks, 28 tennis courts, and two swimming pools. The parks include playgrounds, baseball fields, softball fields, soccer fields, basketball courts, and picnic areas. The Park District also operates eleven outdoor skating rinks and indoor ice arenas.

**The Greenway:** This popular recreation area is approximately 2,200 acres of natural open space in the heart of Grand Forks and East Grand Forks. The Greenway features several parks, campground, 2 golf courses, disc golf course, over 20 miles of multipurpose trails, shore bank fishing sites and so much more!

The Grand Forks/East Grand Forks Greenway Trail allows users to experience the natural beauty of the Red and Red Lake Rivers in an urban setting. This trail is located along the Red and Red Lake Rivers in the community's greenway and features over 20 miles of hard surface trail, 10 of which provide a continuous loop through both cities. *(continued)*



## The Community *(continued)*

**Sports:** There are a number of golf courses, including an Arnold Palmer designed course, King's Walk. College sports are popular in Grand Forks, with an intense following for the University of North Dakota teams. The UND men's ice hockey teams compete in the NCAA Division I. Grand Forks is home to two major indoor athletic arenas, the city-owned Alerus Center and the Ralph Engelstad Arena, where the hockey teams compete. Adjacent to the Ralph Engelstad Arena is the smaller Betty Engelstad Sioux Center. There are a variety of options for family sports involvement, including several youth programs and special events sponsored by the **Grand Forks Parks District**.

**Arts/Culture:** Grand Forks offers a variety of arts and cultural events. The North Dakota Museum of Art, located on the UND campus, brings many nationally touring exhibits as well as the work of regional artists to Grand Forks. UND's Chester Fritz Auditorium also brings music and theater events to Grand Forks including national touring companies of Broadway musicals. The Greater Grand Forks Symphony Orchestra has been performing since 1905. The Empire Arts Center is home to several cultural events throughout the year. The Summer Performing Arts Company (SPA) is a popular summer arts program for area K-12 students.

**Schools:** The Grand Forks and Grand Forks Air Force Base School Districts work together in a unique arrangement to serve the over 7,200 students who attend schools in the two communities. The schools of the two districts expect and receive strong performance from the students. This is possible because of a rich curriculum design led by highly qualified teachers - 65% of them have Master degrees and beyond. Parent and community support is strong and very instrumental in the success of the schools.

Emphasis is given to class size, curriculum, staff qualifications, and student achievement. The result is 96%+ average daily attendance, well-behaved students, safe comfortable schools and academic results that exceed those of the state and nation.

For more information about **Grand Forks, North Dakota**, **[click here](#)**.





## The Ideal Candidate

The Grand Forks Regional Airport Authority seeks an Executive Director who possesses an extensive knowledge of principles and practices of modern airport management which has been acquired through verifiable work experience and education. The 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 on workforce development.

This unique opportunity will go to an exceptional, creative, energetic, proactive leader who exhibits a passion in developing and managing a participatory and team-oriented work environment. This candidate will use persuasive abilities to create enthusiasm and customer service focus for our airport.

The ideal candidate will have the capability of being the direct representative of the Airport Authority Board of Commissioners to the public, press, aviation community, and appropriate government entities while remaining politically astute with a proven record of earning the respect and trust of others.

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

## Position Requirements

To be eligible for this position, an applicant must have at least a Bachelor's degree in Airport Administration, Business or Public Administration or closely related field. A Master's Degree is desirable.

The successful candidate will have five years senior leadership experience at an airport that complies with FAR Part 139 standards. American Association of Airport Executives A.A.E. or CM certification is preferred.



## Salary & Compensation

The salary range for this position is \$128,000 - \$150,000 with an attractive benefits package.

## How to Apply

**A.** Please submit, in **PDF format**, both a cover letter and résumé. You may send both as one file. *Please do not send your cover letter in the body of an email.* Send your **PDF** files to ADK Executive Search at: **[GFK@adkexecutivesearch.com](mailto:GFK@adkexecutivesearch.com)**

**B.** Please complete the ADK employment application form at: **[ADK Application Form](#)** (*this is a secure link*).

**Filing Deadline: Monday, September 28, 2015**

Only complete electronic submissions will be considered.

Grand Forks Regional Airport Authority is an equal opportunity employer.

Email questions to:

**[GFK@adkexecutivesearch.com](mailto:GFK@adkexecutivesearch.com)**

