

Charlottesville Albemarle Airport

**Charlottesville Albemarle
Airport Authority Invites
Applications for Executive Director**



Charlottesville Albemarle Airport

Executive Search Services Provided by ADK Executive Search



PHOTO BY JAMES BEELER

ABOUT CHARLOTTESVILLE...A CITY FOR ALL SEASONS.

The classic and the contemporary dwell side by side, creating an energy and excitement that draws praise from the Washington Post, New York Times, and numerous magazines that all rate Charlottesville as one of the "Top 10 Places" for you and your family. Home to three founding fathers who would become U.S. presidents, we've had a thing or two to do with American history in these parts. Charlottesville and Albemarle County are steeped in history - not just in museums but woven into the very fabric of the community.



PHOTO BY ROY VANDORRN

Autumn – In Charlottesville, in autumn, all eyes turn to the great outdoors as the surrounding hills turn from green to yellow, red, and burnished bronze. Follow the colors west, to the Blue Ridge Parkway and its breathtaking hiking trails and scenic overlooks.



PHOTO BY ROBERT LLOYD

Autumn also means apple-picking at local orchards, as well as numerous arts-and-crafts shows and the year-round "First Fridays" — free art openings at local galleries. Other visitors can choose to enjoy the season by cheering on the University of Virginia and its high-octane sports teams.

Winter – Beat winter's chill in Charlottesville and take advantage of countless opportunities to warm the heart and refresh the soul while celebrating the season. On the historic Downtown Mall alone, locals and visitors can enjoy everything from unique eateries and specialty shops, museum exhibits and world-class entertainment, to figure skating and hockey at the Charlottesville Main Street Arena.

Charlottesville is known as a winter getaway with acclaimed inns and bed-and-breakfast hideaways. So when there's a nip in the air, you'll enjoy the warm-heartedness of Charlottesville in wintertime.



PHOTO BY JAMES BEELER

Spring – Charlottesville bursts into bloom in the spring: pink and white dogwoods, azaleas of every hue, redbuds painting the hillsides. And everyone pours outdoors to take in the beauty. At City Market, choose from an abundance of local produce and the wares of talented craftspeople. At "Fridays After Five," free concerts on the historic Downtown Mall bring the community together.

Longer hours of daylight also mean more time to enjoy exciting University of Virginia sports or to travel farther afield — exploring fragrant offerings at our award-winning vineyards, or multiple tours and exhibits at the region's historic sites.

Clearly, Charlottesville comes to life when those first dogwoods break into bloom. You can't help but enjoy the beauty this season.



PHOTO BY JAMES BEELER



PHOTO BY JOHN HULBERT

Summer – Charlottesville’s summers are near perfect for both energizing exploration and low-key refreshment. Stroll the manicured grounds of the University of Virginia and its gardens or dive into the wilder beauty of the Saunders-Monticello Trail, which winds its way up the mountain to Thomas Jefferson's estate. Take a lazy ride down the James River in an inner tube or dive into icy-cold “Blue Hole” on the western edge of Albemarle County.

Even culture goes outdoors for the summer here, with numerous fairs and festivals for everyone from film lovers and photography buffs, to bookworms and opera aficionados. Whatever the fancy, there’s something for everyone to explore in Charlottesville in the summertime.

PLAY

The window of opportunity on fun and relaxation in Charlottesville never closes. Nature provides the ultimate playground, from miles of hiking and biking trails to gorgeous and challenging championship golf courses and more. Sample the best of nature's bounty at our award-winning wineries and beautiful orchards.

At night the stars come out both inside and out, from local musicians sharing their talents in intimate bistros to today's hottest acts playing The Paramount and the 16,000-seat John Paul Jones Arena.



Important Links:

- [Charlottesville Albemarle Airport](#)
- [Visit Charlottesville](#)
- [Charlottesville](#)
- [Albemarle](#)

Recent Accolades

- *Southern Living* - Tastiest Town in the South - #5
- #1 City to Live in the Country - Yahoo Real Estate/Sperling's Best Places - 2011
- #4 for Book Lovers - Livability.com - 2011
- "Locavore" Capital of the World - *Forbes Magazine* - 2011
- Most Walkable City in Virginia - Walk Score - 2011
- TripAdvisor - Top 10 Charming Towns - 2010
- Best College Football Town - Associate Press Readers
- Top "Brainiest" Metropolitan Areas - *The Atlantic*
- Number One City for Retirement - Kiplinger.com
- Healthiest Place to Live - *Men's Journal* magazine 2010
- Top Place to Retire - *Kiplinger* magazine 2010



PHOTO BY ROBERT LLOYD

Photos & Information Courtesy of:

- Charlottesville Albemarle Convention & Visitors Bureau
- Charlottesville Albemarle Airport



THE AIRPORT

Close, Convenient, Connected. That is the Charlottesville Albemarle Airport (CHO), a non-hub, commercial service airport offering daily non-stop flights around the U.S. to 6 different hub destinations. Served by American Eagle, Delta Connection, United Express, and US Airways Express, CHO had another record year serving over 450,000 passengers with over 81,000 operations. Corporate and general aviation aircraft are well served by the airport's FBO, Landmark Aviation.

CHO is governed by the three member Charlottesville Albemarle Airport Authority (Authority). A seven member Joint Airport Commission (Commission) serves as an advisory group to the Airport Authority & the Community.

Located just north of City of Charlottesville, CHO is responsible for over \$129 million in economic activity for the area. The airport has 32 employees. For FY13 the airport has an operational budget of \$4.6 million and a capital budget of \$9.5 million. The airport is in the middle of an 800' runway extension project with a completion price tag of around \$42 million.





JOB DESCRIPTION

Are you a creative, energetic airport executive with excellent communication skills? CHO provides this unique opportunity for an exceptional, proactive leader that combines diplomacy with consensus building in developing and managing a participatory, team-oriented work environment.

The Executive Director serves as the chief executive officer, responsible for the overall management and administration of CHO. The Executive Director plans, directs, and coordinates the work of staff personnel and administers policies and directives of the Authority. This position reports directly to the Authority Board of Directors.

THE IDEAL CANDIDATE

The ideal candidate possesses an extensive knowledge of the 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, and strong business acumen.

The ideal candidate must have a proven track record as a persuasive communicator exhibiting a high level of diplomacy whether interacting with the staff, the Board, the Commission, the community, the media, or high levels of local, state or federal officials. Hands-on experience in working with local, state, and especially, federal officials and politicians pursuing financial support for your airport is a must. The ideal candidate will have a proven record of earning the respect and trust of others.

Bachelor's degree required in Airport Management, Business Administration or closely related field. MBA is desirable. To be considered, you will be employed as an airport executive with at least ten (10) years progressive experience in the airport management industry. Finalists will have five (5) years at a commercial service airport in the number one and/or number two positions. A.A.E accreditation preferred.

COMPENSATION & BENEFITS

- Starting salary range is \$90,000 - \$120,000 DOE in addition to an excellent benefit package that includes: health, vision and dental insurance; Virginia retirement & life insurance; other benefits; and relocation benefits.



PHOTO BY JOHN HULBERT

HOW TO APPLY

A. Please submit, in PDF format, a cover letter, resume, and a minimum of five professional references. The references should include those that have worked for you and those you have worked for, including your working relationship to them. Send to ADK Executive Search at: cho@adkexecutivesearch.com

B. Your submission should include a separate supplement with responses in PDF format to the following:

1. What is the size of airports/facilities and communities you have served including the operating budgets, capital improvement budgets, staff you have managed, and the governance structure?
2. How do you build a team environment and keep your employees engaged?
3. Air Service Development is a top priority for CHO. What Air Service Development experience do you have that would be a benefit to us if selected as our new Executive Director?
4. The Authority has numerous stakeholders. None are more important than those in the community. What is your vision of community involvement and what has been your experience in this regard?
5. The Authority is seeking a visionary leader. What does that mean to you? Are you a visionary leader? Give an example.
6. What do you bring to the table that your peers may not?
7. Why do you think you are the right person to be our next Executive Director?

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

Only complete electronic submissions will be considered.

Application Deadline: Position closes Wednesday, August 29, 2012.



Submissions regarding this opening may be subject to discovery under the open records statutes of the Commonwealth of Virginia. CHO is an equal opportunity employer.

Email Questions to: cho@adkexecutivesearch.com to the attention of Linda Frankl.

PHOTOS & INFORMATION COURTESY OF:
Charlottesville Albemarle Convention & Visitors Bureau
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