



The Metropolitan Nashville Airport Authority invites applications for  
Director Emergency Management

Nashville International Airport® (or BNA®)  
and John C. Tune Airport® (or JWN®)  
Nashville, TN

*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®, also known as BNA®, and John C. Tune Airport®, also known as JWN®. A seven-member Board of Commissioners appointed by the Mayor of Nashville establishes policy for the two airports that, according to a recent study, collectively generated more than \$8.14 billion in total economic impact, supported more than 76,500 jobs in the region, and produced more than \$445 million in state, local, and federal taxes. 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 Music City. With that in mind, BNA strives to bring the city's unique sounds, tastes, and distinctive Southern hospitality to the airport environment and offer 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 and the MNA team represent the energy and spirit of Nashville.

The Airport Authority employs more than 300 staff members who are dedicated to MNA'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.

Until the impacts of the COVID-19 pandemic, BNA was one of the fastest growing airports in North America with nearly 18.3 million passengers in 2019 and in 2021 they have seen a rebound in passenger traffic and for the last several months have exceeded 2019 month-over-month passenger numbers.







## The Airports (*continued*)

### **BNA® Vision**

Launched in July 2016, BNA® Vision is the dynamic expansion and renovation plan for Nashville International Airport. By 2023, projects completed under BNA® Vision will include a state-of-the-art International Arrivals Facility; an on-airport, Hilton-branded hotel; major renovations of the terminal lobby, including a central security checkpoint expansion; Concourse D; new ticketing and baggage claim space; three terminal parking garages; a satellite concourse; and phases 1 and 2 of the terminal apron and taxiway expansion. Additionally, a major terminal roadways improvement project is slated for completion in late 2024.

### **John C. Tune Airport**

In addition to BNA, the Airport Authority owns and operates John C. Tune Airport—the busiest general aviation airport in Tennessee. JWN is Nashville's Executive Airport and serves the needs of regional, corporate, and private aircraft. It is located only eight miles from downtown Nashville.

**BNA** / Nashville  
International  
Airport







## The Community

**MUSIC & ENTERTAINMENT** – Nashville is well known for names like Music Row, the Country Music Hall of Fame and Museum, The Grand Ole Opry, Ryman Auditorium (the “Mother Church of Country Music”), and the recently opened National Museum of African American Music. Of course, while many associate Nashville with country, the “Music City” name echoes a rich heritage spanning numerous genres including pop, rock, bluegrass, Americana, jazz, classical, contemporary Christian, blues, soul, and more.

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, and the Nashville Ballet. The Schermerhorn Symphony Center is the home of the Nashville Symphony.

**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.

**FOOD & WINE** – While Nashville has long been known for its expansive music scene, the talent and creativity of its culinary scene has 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 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.



## The Community (*continued*)

---

**EDUCATION** – Nashville and the Middle Tennessee region are 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, Tennessee Titans, Nashville Sounds, and Nashville Soccer Club. Nashville is home to four college Division I athletic programs and is host of the TransPerfect Music City Bowl.

**ECONOMY** – The greater Nashville region is home to more than 1.9 million people and more than 53,000 businesses. Many corporate headquarter giants call Middle Tennessee home, including Nissan, Bridgestone Americas, Dollar General, HCA, AllianceBernstein, iHeartMedia, Mitsubishi, The ICEE Company, and Amazon. 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.

---

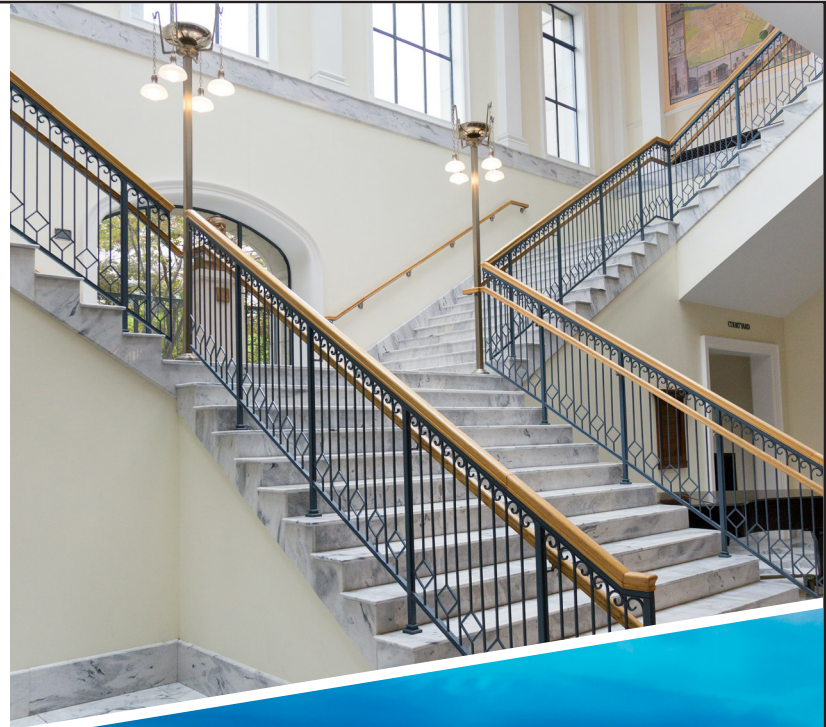
### AWARDS

BNA boasts the following awards and honors, to name just a few:

- One of the 7 Most Entertaining Airports in the WORLD–CNN
- One of the 50 Best Places to Travel, and 9th Best Domestic Airport–Travel + Leisure
- One of the Best Airports in the World–TheStreet
- One of the 16 Most Passenger-Friendly Airports in the WORLD–Cheapism.com

Learn more about BNA and JWN at [flynashville.com](http://flynashville.com).

---







## The Position

The Director Emergency Management is responsible for the management and administration of the Nashville International Airport's Emergency Operations Center (EOC), Joint Information Center (JIC), and Airport Communications Centers (ACC). The Director ensures the Airport Emergency Plan (AEP) is current and that users and stakeholders are knowledgeable and well-versed in the execution of emergency plans, procedures, and regulatory requirements. The Director also leads the Airport Communications Center. They are responsible for the Airport's emergency preparedness program, developing, planning and coordinating operations in support of the program. The Director creates, delivers or facilitates the delivery of Federal and state required training including full-scale and quarterly tabletop exercises in coordination with the Airport Security Manager. A critical role of the Director is to activate and manage the EOC, JIC, and ACC during declared emergency events or incidents on airport property. They ensure that ACC staff maintain their required E911 telecommunicator certificates. ICS 300 and ICS 400 are required or the ability to obtain such within 12 months of hire. The Director develops and maintains training and standard operating manuals, policies, procedures and ensures compliance. They also prepare a number of analytical and statistical reports on operations and other activities. The Director is responsible for interviewing, hiring, coaching and mentoring staff, planning and directing work, appraising performance and resolving issues.



## Preferred Experience

---

The Director Emergency Management will have a 4-year degree in emergency management, criminal justice, business administration, public administration or a related field. They must have at least 4-7 years' experience in emergency management at the supervisory level, including law enforcement, fire services, emergency medical services and/or emergency communication centers. The Ideal Candidate will also have emergency management experience at a medium hub airport. Law enforcement and/or military operations center experience is also desired. They will possess or have the ability to obtain a State of Tennessee Class D driver's license. The Ideal Candidate must also be certified in NIMS IS-100, IS-200, IS-700, and IS-800 or have the ability to obtain the certifications within 12 months of employment. The Ideal Candidate will have strong skills in leading, providing direction and offering opinions. They will be a strong communicator with sound writing skills with the ability to write and deliver speeches, write articles for publication and present information to top management, public groups, and governing bodies. The Director must be able to build and maintain effective working relationships with customers, existing and potential business partners, government leaders and staff.

## Salary and Compensation

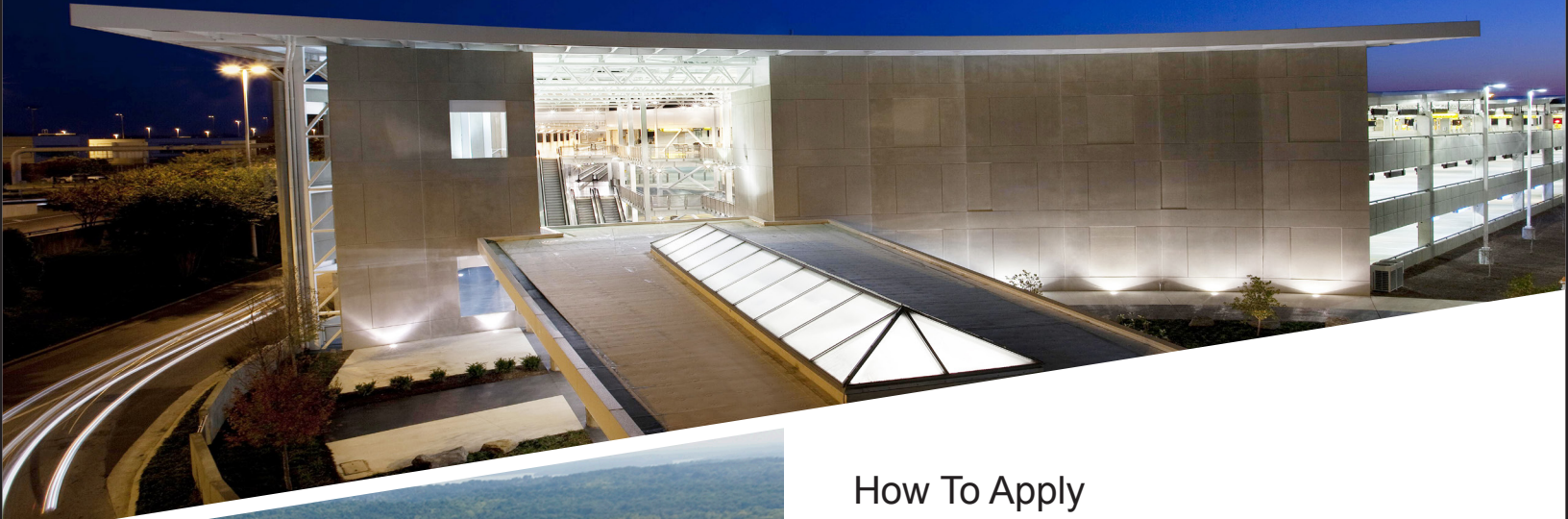
---

The starting salary range for the position is \$88,955 - \$121,028. An exceptional candidate may be eligible to receive a starting salary slightly above the range with approvals. In addition to the base salary, the incumbent is eligible for potential discretionary bonus, based on personal and organizational performance.

MNAA provides a very attractive and robust benefit package including but not limited to: Medical, Dental, Vision, Prescription, FSA, Retirement, Life Insurance, Short Term Disability, Long Term Disability, Tuition Reimbursement, etc. Retirement benefits include an employee's contribution to a 457 Contributory Pension plan and Authority will provide a 100% match of employees' contribution with a contribution to a 401(a) Contributory Pension plan up to a total of \$8,000 annually. Additionally, the Authority will contribute 10% of an employee's salary without required match to a 401(a) Defined Contribution plan when employee contributes a minimum of 1% of base salary. You may read more about the MNAA benefit offerings [here](#).







## How To Apply

---

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

**Deadline for applications: March 12, 2023**

The contact for this search is:

**Sybil Murphy, SHRM-SCP, CCP, CBP**  
[sybil@adkexecutivesearch.com](mailto:sybil@adkexecutivesearch.com)

**Please note:** After your application is complete, you will receive an important email from us. Please check your inbox and your junk/spam folder, and if you have not received our email, please notify us at: [admin@adkexecutivesearch.com](mailto:admin@adkexecutivesearch.com).

The Metropolitan Nashville Airport Authority is an equal opportunity employer.



**Nashville International Airport®**

