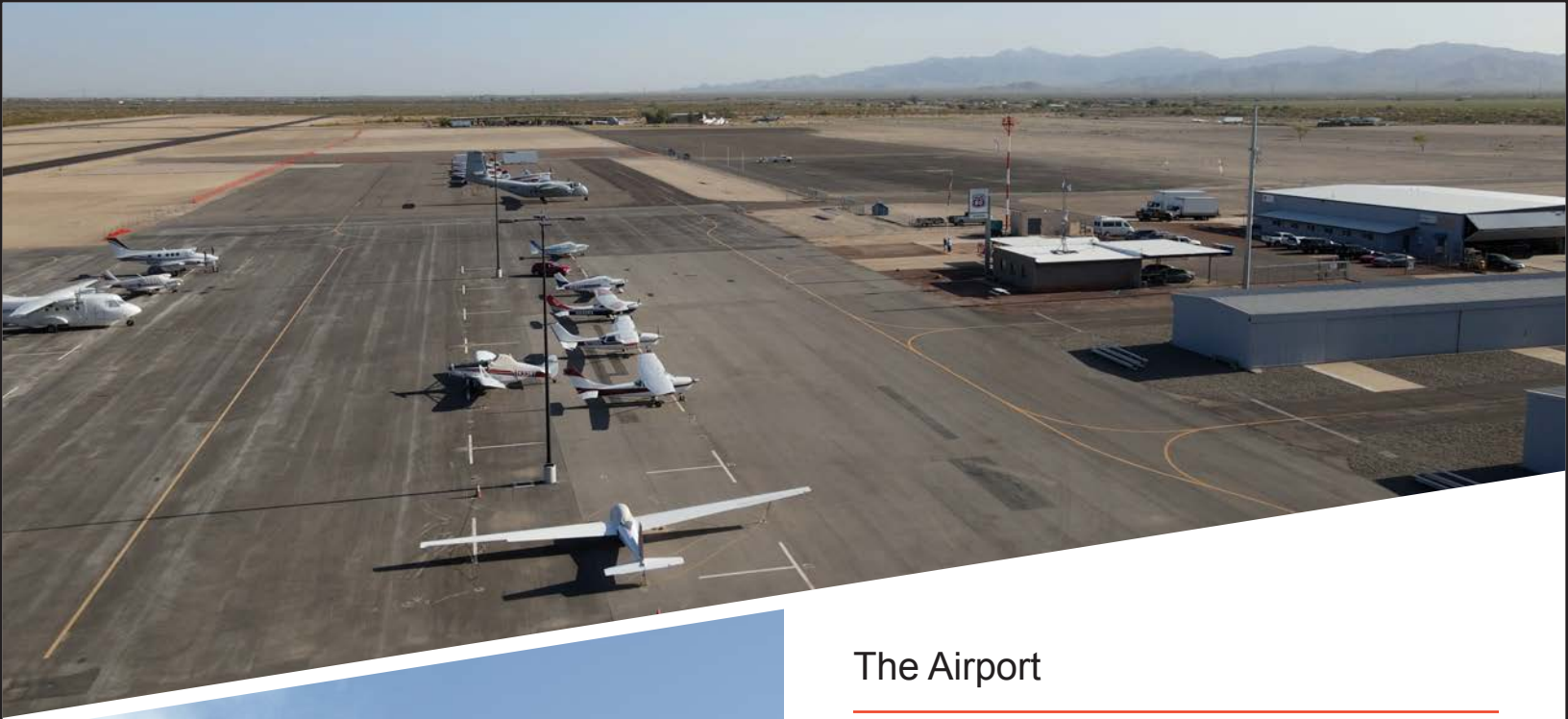




The City of Buckeye invites applications for
Aviation Director

Buckeye Municipal Airport (BXX)
Buckeye, AZ

EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH



The Airport

The Buckeye Municipal Airport (BXK) is evolving into a major economic engine for the city of Buckeye. The airport is planning, envisioning and positioning itself as a significant contributor to the economy and transportation infrastructure in the area. Currently, there are three separate plans underway to help shape the future of the airport:

- Airport Master Plan – a long-term, comprehensive approach to address the airport's operations, development priorities and financial management
- Long Range Concept Plan – is focused on planning for a robust cargo airport, military operations and a strong general aviation presence
- Specific Area Plan – is focused on the land surrounding the airport and protecting the airport by ensuring there is compatible land use in the future

The Buckeye Air Fair, held annually over President's Day weekend, brings approximately 30,000 spectators to the airport each year. The three-day event featuring the best stunt pilots in the industry showcases the airport and all it has to offer the community and region.

In 2023, BXK partnered with the Aircraft Owners and Pilots Association for their first fly-in of the year. AOPA's partnership with the Airport brought hundreds of pilots from around the country and took the event to the next level.



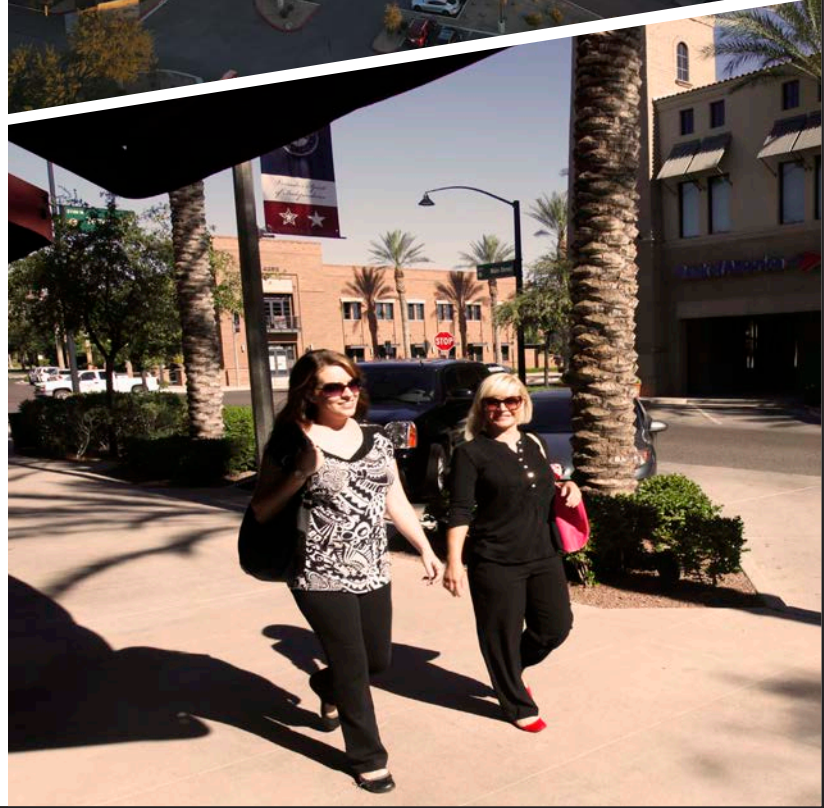


The Community

Buckeye, Arizona is the western-most suburb in the Phoenix metropolitan area. It is one of the fastest growing cities in the USA for the past ten years, according to the U.S. Census. With less than 15 percent of the 640 square mile planning area currently built out, Buckeye expects years of steady growth. By the year 2040, population estimates indicate their population will be over 300,000.

Founded in 1880 as a 440-acre agricultural community, Buckeye embraces this history while providing a great quality of life for their residents. Buckeye takes great pride in balancing our western and agricultural heritage with our rapid growth to ensure residents experience a great quality of life, where they are proud to raise their families.

In January of 2014, Buckeye changed from a town designation to a city, to reflect the growth and vision of the future, while maintaining a small, hometown atmosphere for residents and high ethical standards for employees. Our focus is to continue attracting new employers and retail services to the community for the next several years.





City Government

Buckeye operates under a council-manager form of government. The seven-member City Council consists of six members elected by the district to serve staggered four-year terms. The Mayor is elected at-large for a four-year term and serves as a voting member of the council. All city elections are non-partisan. The City Council is responsible for passing ordinances, adopting the budget, appointing members of commissions, and hiring the City Manager and City Attorney.

The City provides traditional municipal services such as public safety (police, fire, and city court), a general aviation airport for business and recreational flying, road construction and maintenance, parks, recreation and culture, planning and zoning, and general administrative and support services. Water and wastewater utility services are provided to many of the residents through the city's enterprise funds. Sanitation and refuse collection, are provided through a separate enterprise fund.

The City provides and accounts for several community facilities districts and improvement districts designed to provide funding for the construction and acquisition of public infrastructure improvements. Buckeye is a fiscally conservative driven community placing value on keeping the financial stability of the community at the forefront of their capital planning and growth. They are a value-driven organization dedicated to responsive, respectful, and courteous customer service.

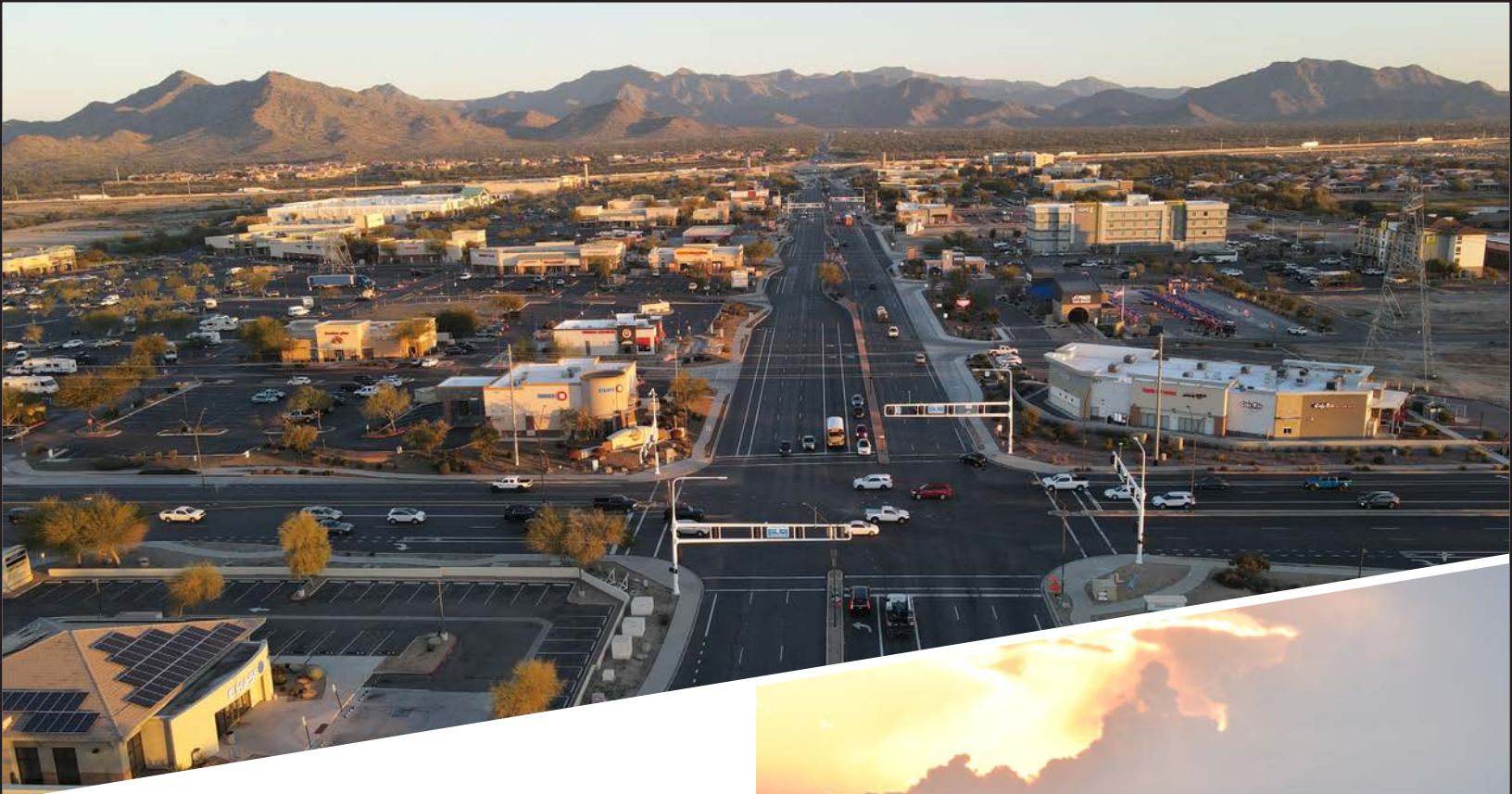
Quality of Life

With over 300 retailers nearby, Buckeye offers a variety of shopping, dining and entertainment experiences, including professional sporting events. There's something for everyone.

- Over 20 miles of hiking trails at Skyline Regional Park
- Three fantastic golf courses, an aquatic center and skate park
- State-of-the-art shooting complex offering rifle and pistol ranges, archery ranges and trap and skeet ranges

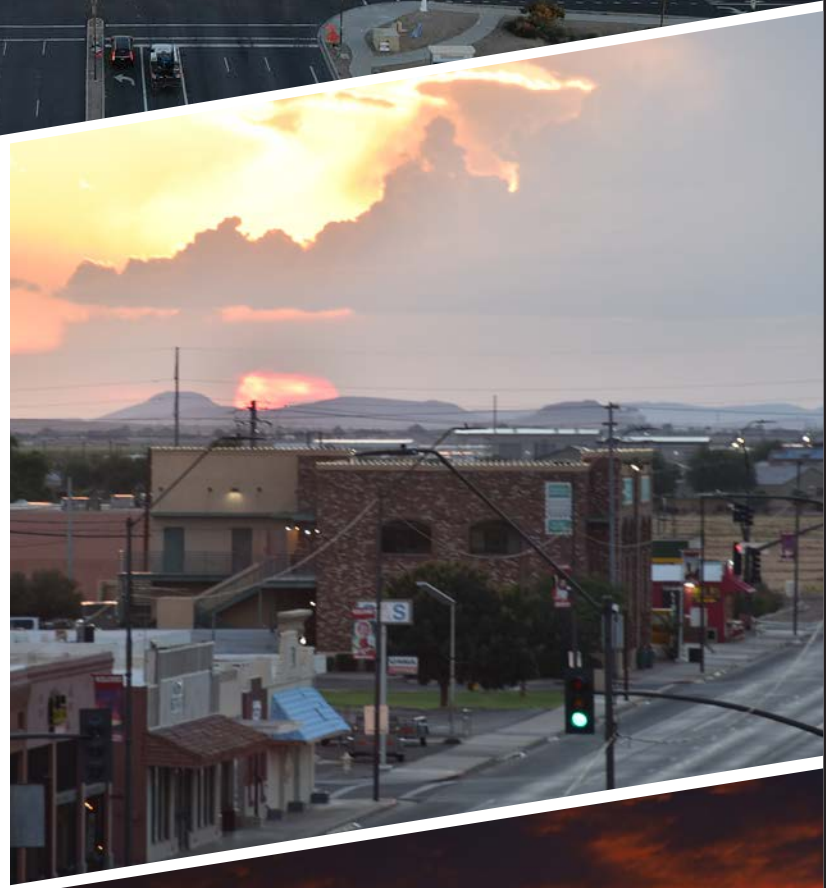
Buckeye is home to a twenty-seven (27) acre extreme outdoor paintball facility as well as a premier equestrian events facility.

Our small-town character and sense of community have been valued and retained as part of our emergence as a regional leader. We remain a safe, attractive and affordable place for families to live, work and play.



The Position

The Aviation Director manages the Buckeye Municipal Airport, creating and implementing strategies to enhance and maintain the Airport's financial stability, ensuring its safe, secure and efficient operation, and managing projects, contract staff and tenants. They are responsible for all operational and administrative functions of the airport including personnel, insurance, risk protection, community outreach, property and business development, and implementing programs for the rental of terminal space, airport property and buildings. They manage safety, security and maintenance programs and ensure compliance with FAA, TSA and State of Arizona rules and regulations. The Aviation Director implements personnel administration, insurance and risk protection, and property and business development. They represent the Airport at stakeholder meetings and establish and maintain positive relationships with the Airport community. They also identify, analyze and implement policies, programs and procedures that enhance the development and increase the revenue of the Airport. The Director is the Airport's liaison to the FAA, local and regional groups and other related entities. They manage professional contracts for consultants, DBEs, insurances, update Airport Rules and Regulations, Minimum Standards and other policies, as well as manage State and Federal grants.





Preferred Experience and Education

- 4-year degree in Aviation, Business or Public Administration from an accredited college or university
- 5 or more years of aviation experience, including progressively responsible management and supervisory experience
- Knowledge of 14 CFR Parts 77 and 139, 49 CFR Part 1542 and other related State and Federal regulations
- Knowledge of City policies and procedures
- Knowledge of aviation safety standards and OSHA regulations
- Skill in reading, interpreting, understanding and applying aviation standards, procedures and Federal rules and regulations to Airport activities and situations
- Skill in the use of computers and airport related business software
- Skill in developing and maintain effective work relationships
- Skill in effective communication, both verbally and in writing, and display comfort in conducting presentations to large groups
- Ability to establish and maintain relationships to a wide network of aviation contacts and opportunities
- Possession of or ability to obtain (within 1 year of employment) certification as a Certified Member (C.M.) from the American Association of Airport Executives (AAAE)
- Possession of or ability to obtain a valid Arizona driver's license

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



Salary and Benefits

The salary range for this position is \$133,070 - \$212,895. BXK offers an attractive benefits package and will assist with relocation costs.

How To Apply

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

Deadline for applications: August 6, 2023

The contact for this search is:

Blake Astran, J.D.
blake@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.

The City of Buckeye is an equal opportunity employer.

