



The City of Idaho Falls invites applications for
Airport Executive Director

Idaho Falls Regional Airport (IDA)
Idaho Falls, ID

EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH



The Airport

Idaho Falls Regional Airport (IDA) is owned and operated by the City of Idaho Falls and governed by a strong mayor form of government and six elected city council members. IDA employs twenty-nine team members in administration, operations, maintenance, security, and public safety.

IDA is served by five major airlines, including American, Alaska, Delta, United and Allegiant to twelve non-stop destinations that include Dallas/Fort Worth, Phoenix, Salt Lake City, Seattle, Denver, Las Vegas, Phoenix/ Mesa, Los Angeles/Orange County, Oakland, Portland, and San Diego. For the last three years, IDA has enjoyed double-digit passenger growth. Six new non-stop destinations have been added in the last two years in response to tremendous growth in the region.

In addition, IDA has seen increased cargo growth year-over-year for the last four years.

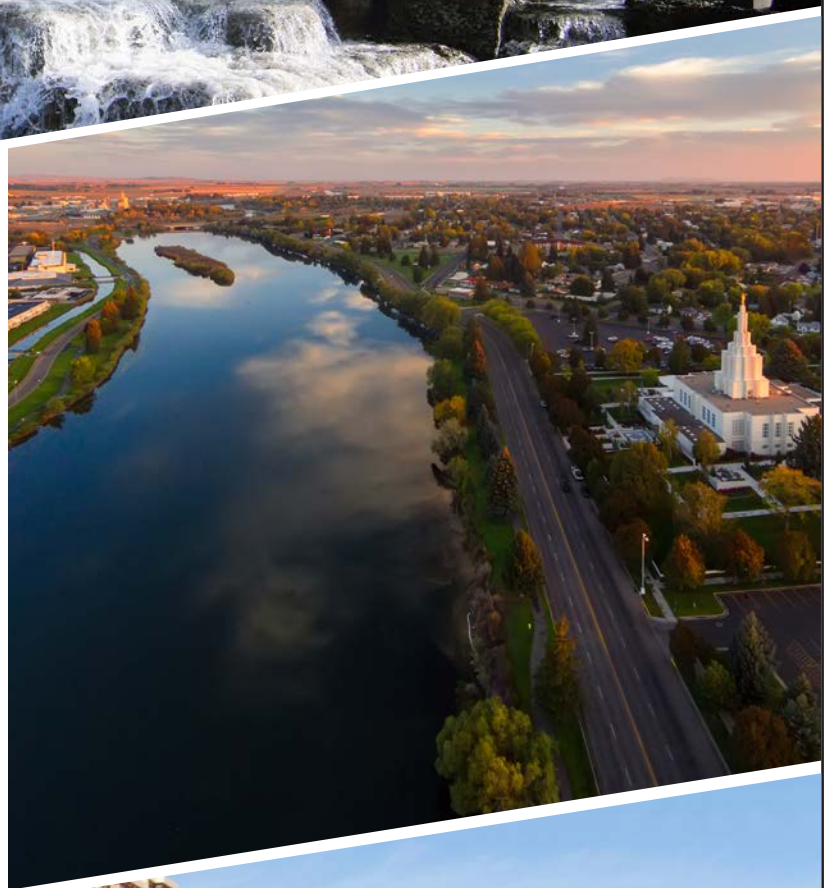
The Idaho Falls Metropolitan Statistical Area has grown by 2.6% in the last year, and 14% in the last five years. The area experienced growth of almost 45,000 residents. The airport's 60-minute catchment area is home to 344,461 people as of the 2022 census. IDA is also home to a rich general aviation community that supports private, corporate and agriculture operations.



The Community

Idaho Falls is the central hub of Eastern Idaho and is home to approximately 70,000 residents. Idaho Falls is the county seat of Bonneville County, which has an approximate population of 104,234 and serves as the regional economic center of a population of 386,191. Idaho Falls is the region's largest city. The city's name is derived from the 600-foot-wide waterfall that cascades into a particularly scenic view. However, the city's heart, the Snake River, runs through the historic core of downtown and offers more than 30 miles of paved walkways connecting the riverbank to a canal system throughout the city. The paved pathways invite walking, jogging, biking, and enjoyment of the wide-open green space. Along the downtown riverbanks, there is no shortage of local festivals, concerts, and activities throughout the summer season. The annual War Bonnet Rodeo is held each year in August. A robust Farmer's Market with over 130 weekly vendors and artisans is a not to miss event each Saturday from May through October annually.

Idaho Falls is perfectly set for strolling around the historic downtown, exploring boutiques, shops, and restaurants, all while enjoying the beauty offered by this charming city. The city is home to the historic Colonial Theater which celebrated its centennial birthday just a few years ago. The Colonial Theater is home to the Idaho Falls Arts Council presenting 20+ off-Broadway and traveling professional performing arts shows annually.





The Community

In addition to a full performing arts schedule, the Colonial Theater sits inside an arts center that boasts two professional art galleries, featuring artwork from around the world. A few blocks to the east is the extraordinary Museum of Idaho, the largest museum in Idaho. It presents world-class traveling exhibits such as, "A T-Rex Named Sue" and "Titanic" along with hosting a robust education program. The visual arts are celebrated at the Art Museum of Eastern Idaho with a full education schedule for toddlers and beyond in every medium. Rotating exhibits of professional and famous artists are shown in the galleries annually, along with social events, fundraising opportunities and fellowship encouraged amongst the artist community. The Idaho Falls Symphony, a seventy-three-year-old institution, boasts a professional orchestra of respected musicians presenting a full concert season not to be missed. New to the scene is the recently constructed Mountain America Center (MAC), a 48,000-square-foot venue featuring the Hero Arena with seating for 6,000 along with the adjacent Blue Cross of Idaho Conference Center. The MAC and conference center have experienced unprecedented growth and use since opening weekend in November 2022. The MAC is home to the Idaho Falls Spud Kings, members of the NCDC West Division of the USPHL league. They welcome a full ice hockey season which, begins in the fall and lasts through early spring. Most hockey games are sold out making the MAC one of the hottest tickets in town, not only for hockey games, but also nationally known concerts on tour, such as The Beach Boys, Ludacris, Tool, and Martina McBride. Free summer river concerts are a staple, allowing residents to enjoy the city's open spaces. Local restaurants and boutiques make a magical holiday season for all ages and big box shopping on the east and west sides of the city add to the convenience and make Idaho Falls an easy place to live, work and play.

The City of Idaho Falls was named the #1 Best Performing Small City for 2023 by the Milken Institute, holding this designation for two of the last three years. Idaho Falls is the gateway to the national parks. The city provides access to Yellowstone National Park, and Grand Teton National is within a 90-minute drive of the airport. Jackson Hole, Wyoming and Grant Targhee in Alta, Wyoming offer breathtaking experiences. This area offers opportunities to explore and reconnect with the natural world that are awe-inspiring. Not to mention the South Fork and unprecedented access to fly fishing and guides that will provide remarkable experiences accessible within 40 minutes. The region on a whole provides beauty to be explored surrounded by sweeping views, lustrous mountain ranges and wildlife, while having the modern amenities of a big city with the charm of a small town.

The Position

The Airport Executive Director is the Chief Executive Officer of the City of Idaho Falls Airport Department and works under the supervision of the Mayor and City Council. This position is responsible for the administration, planning, organizing, directing and controlling of all financial and operational activities of the Idaho Falls Regional Airport, a FAR Part 139 Commercial Service Airport. The Executive Director plans, directs and coordinates all planning and development, construction, expansion, improvement, maintenance and operations, regulation, protection and monitoring of the Airport. The Executive Director organizes and directs Airport operations, safety, security, planning, regulatory and environmental compliance, capital improvement, airfield and building maintenance, emergency response, financial management, grant administration, public and community relations, marketing and advertising, airline service development and budgets and represents political and legislative issues surrounding a public, commercial service airport. The Executive Director ensures the Airport's compliance with FAA and TSA regulations and federal grant assurances governing Airport operations.

The Executive Director also manages and negotiates contract terms and sets rates and charges and administers the Airport's operating and capital improvement budgets, ensuring the Airport is financially sound and self-supporting. The Executive Director manages, negotiates and recommends approval of contracts and agreements, including rates and charges. The Executive Director will advise the Mayor and City Council on matters concerning the Airport and represents the Airport to the public, the media, external government organizations and the Airport community. This position is the primary point of contact between the Airport, its Board and a variety of governmental organizations including the County, Idaho Department of Transportation, FAA, TSA, NTSB, AAE, the local fire district, and economic development agencies, and represents the Airport at a variety of meetings, conferences and professional associations.





Preferred Experience

- Graduation from an accredited college or university with a 4-year degree in Airport/Aviation Management, Business or Public Administration or a related field.
- Certification by the American Association of Airport Executives (AAAE) as a Certified Member (C.M.) or an Accredited Airport Executive (A.A.E.), or a master's degree.
- 10 years progressively responsible senior-level management experience in airport administration or operations, at least 4 years as a member of an airport's leadership team.
- A pilot's license is desirable.
- Ability to pass a 10-year criminal background check, as required by the TSA.

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

Salary and Benefits

The salary range for this position is \$134,454 - \$195,654. Idaho Falls offers an attractive benefits package and will assist with relocation costs.

How To Apply

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

Deadline for applications: October 15, 2023

The contact for this search is:

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dan@adkexecutivesearch.com

Applicants should be aware that the City of Idaho Falls and the Idaho Falls Regional Airport are Idaho governmental entities. As a result of complying with Idaho's Public Records Law, the names of the finalists for this position may be disclosed publicly upon citizen request.

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 Idaho Falls is an equal opportunity employer.