



The County of Orange invites applications for  
Assistant Airport Director

**JOHN WAYNE AIRPORT**  
ORANGE COUNTY



*EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH*



## The Airport

---

**John Wayne Airport, Orange County (SNA)**, owned and operated by the County of Orange, is located approximately 35 miles south of Los Angeles between Costa Mesa, Irvine, and Newport Beach.

John Wayne Airport is a medium hub airport with approximately 300,000 commercial and general aviation operations each year, placing it in the top 30 busiest airports in the country. John Wayne Airport plays a unique and crucial role in the Orange County community. It is the only airport in Orange County that provides commercial passenger and air-cargo service and is the primary provider of general aviation services and facilities in the county. It is home to local law enforcement air operations and to medical/mercy flights. SNA is the gateway through which millions of passengers travel each year to their homes, their families, their vacations, and their businesses.

**John Wayne Airport's Mission:** Connecting People, Places and Opportunities.

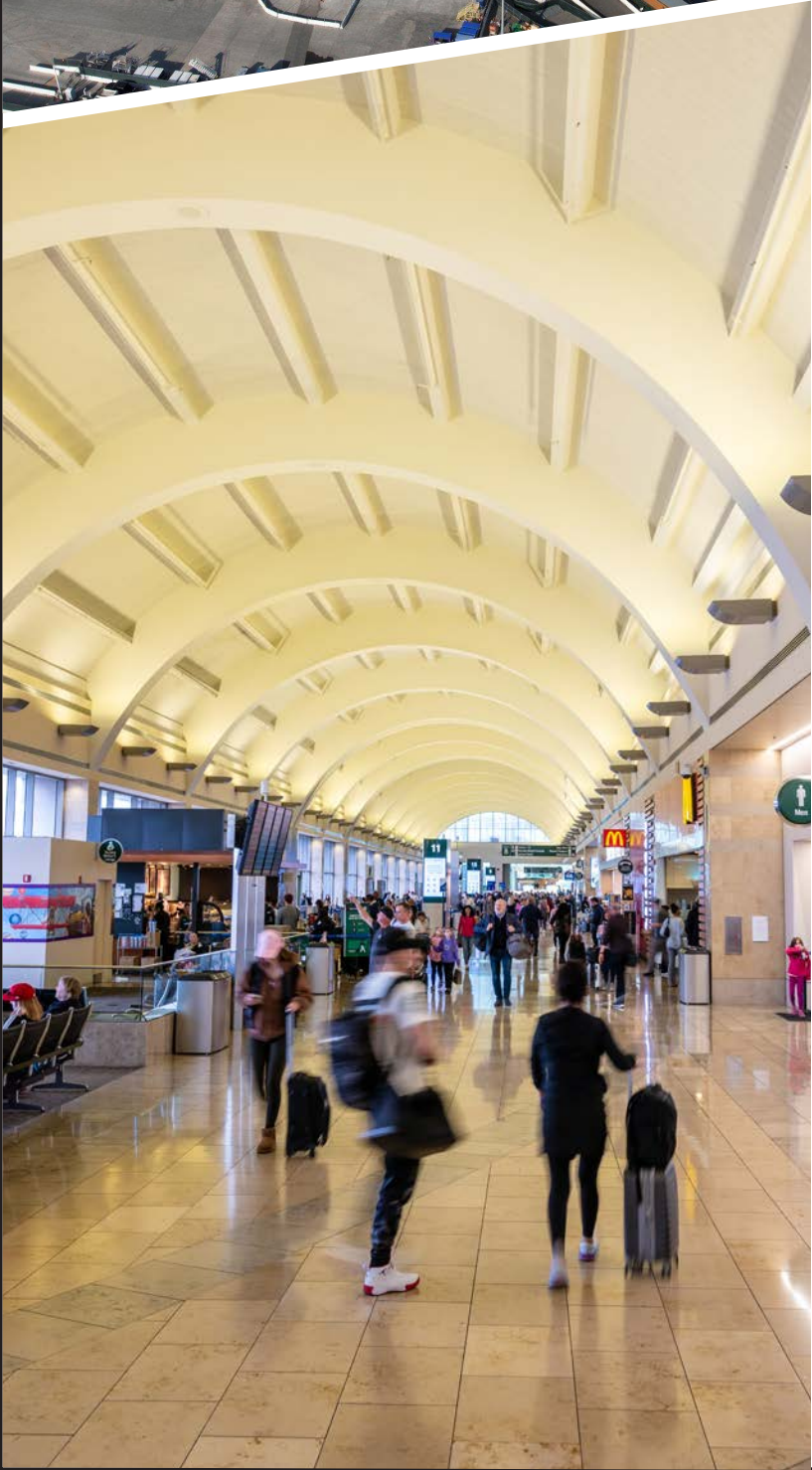
**Vision:** To be an airport of choice by creating exceptional experiences.

Celebrating 100 Years of Flight, Orange County's aviation history is deeply rooted in general aviation operations. In 1923, aviation pioneer Eddie Martin founded the airfield that ultimately became John Wayne Airport. Until 1939, the Airport operated as a privately owned general aviation facility. After serving as a military base during World War II, the Airport was returned to the County of Orange with the stipulation that it remain open to all types of aviation uses.

### General Aviation

John Wayne Airport is the home base for more than 500 private general aviation aircraft that run the gamut from vintage biplanes, to sleek corporate jets and helicopters.

General aviation accounts for 68% of the Airport's total aircraft operations and is home to two full-service Fixed Based Operators (FBOs) and one limited-service FBO. The airport is also home to several flight schools. SNA is redeveloping its general aviation infrastructure and FBOs.





## The Airport *(continued)*

### Commercial Air Service

Commercial air service is provided by most major U.S. carriers: Air Canada, Alaska, Allegiant, American, Breeze, Delta, Frontier, JSX, Southwest, Spirit, United, and West Jet. Currently, these carriers serve more than 40 nonstop destinations in the U.S., Mexico, and Canada. Commercial is experiencing record volumes and SNA is on track to serve approximately 11.7 million passengers in 2023. Load factors have consistently been strong throughout the year (up to 90%).

SNA is also served by two cargo airlines—FedEx and UPS. In CY 2022, Air Cargo exceeded 14.6 tons.

SNA values a superior guest experience through programs such as Helping Hands, AirPaws therapy dogs, live Terminal music, and the OC AirPASS. John Wayne Airport's commitment to excellence has been consistently acknowledged, with the Airport ranking #1 among large airports in 2017 and 2018 and securing the #2 position in 2020, 2022, and 2023.

### Settlement Agreement – Being a Good Neighbor

John Wayne Airport is one of the most regulated airports in the United States. Its noise mitigation regulations were initially defined in the 1985 "Settlement Agreement," which formalized consensus between the County of Orange, the City of Newport Beach and two community groups on the nature and extent of facility and operational improvements that could be implemented at JWA. The Settlement Agreement has been extended twice and will continue to set facility and operational limitations through 2030. SNA currently has a cap of 11.8 million annual passengers. In 2026, the Airport will be able to expand commercial traffic up to 12.5 million passengers. Since the early 1970s, the County of Orange has enforced a curfew that precludes aircraft (general aviation and commercial) from operating during nighttime hours unless they can meet defined noise limits.

SNA also has a voluntary "Fly Friendly" program that encourages General Aviation jet operators to reduce noise and adopt sustainable aviation practices and technologies. Top scoring participants receive annual recognition.

### Facilities

With two runways, airfield, three terminals, four parking garages, a central utility plant, and support facilities on 510 acres, SNA maintains over \$1 Billion worth of facilities and assets. The Thomas F. Riley Terminals (A, B, and C) total 730,505 square feet, with 22 gates. These terminals are retrofitted to survive an 8.0 earthquake.





## The Airport (*continued*)

---

### **Fiscal and Organization**

SNA is respected for its fiscally conservative management approach and has been rewarded with some of the highest bond ratings among its peers (AA-).

For the fiscal year 2022/2023, SNA received \$162M in operating revenue. Additional revenues were received through federal grants (\$48M) and Passenger Facility Charge (\$23M). For the same fiscal year, total operating expenses, excluding depreciation, were \$116.6M, \$12.5M in capital projects, and \$9.6M in debt service. SNA has \$711 million capital improvement plan to update critical infrastructure over the next 4-6 years.

The Airport currently has 128 positions, all but two are covered by union collective bargaining agreements. The Airport also has stationed staff from various County agencies: Orange County Sheriff's Department, Orange County Public Works (Maintenance, Capital Project Management, and related services), Auditor-Controller, Human Resource Services, and County Counsel. Additionally, the Airport contracts for Aircraft Rescue and Fire Fighting (ARFF) services with the Orange County Fire Authority.

### **Airport Development**

Significant current and upcoming projects include: (1) Redevelopment of 80% of the Airport's retail and food concessions, (2) General Aviation Redevelopment of all facilities, (3) Common Use Passenger Processing System (CUPPS) upgrade, (4) Central Utility Plant, and other power upgrades, and (5) Baggage Handling System upgrades.





## The Community

---

Located on the Southern California coast with a culturally diverse population of 3.15 million, the County of Orange offers a high quality of life and a nearly perfect climate year-round. Orange County is the third most populous county in the State of California, and the fourth largest international population in the nation. The County has thirty-four incorporated cities with six of these cities among the 200 largest cities in the United States. Orange County features excellence in education, low crime rate, a wide variety of businesses, and unlimited recreational opportunities.

The County's powerhouse economy is home to over 160,000 employers, providing jobs to 1.6 million employees in diverse sectors. Educational opportunities are plentiful with two State universities – California State University, Fullerton, and the University of California at Irvine. It is also home to Chapman University and 30 other institutions of higher education.

Visitors and residents alike have an opportunity to enjoy an abundance of world-class shopping, dining, and resort accommodations, as well as spectacular vistas with 42 miles of pristine, sandy coastline. The region offers a variety of amenities for those that seek an active lifestyle. From fishing to yachting, water sports of every kind abound on the beaches and in the harbors and marinas that dot the Orange County coast. With 280+ days of sunny weather per year, Orange County is perfect for golfing on world-class courses, hiking, and mountain biking. Orange County's regional park system consists of 39,000 acres of 25 urban and wilderness parks. Orange County is also home to multiple sports parks with dedicated facilities for soccer, baseball, softball, swimming, and football.

Orange County is home to Disneyland Resort; and cultural venues are abundant, including theaters, concert halls, outdoor concert venues, and museums.

John Wayne Airport is centrally located, adjacent to several freeways providing access to diverse housing options in cities such as Irvine, Costa Mesa, Tustin, Fountain Valley, Huntington Beach, Orange, Lake Forest, and Mission Viejo.







## The County Government

---

Orange County is a Charter County governed by a five-member Board of Supervisors elected to four-year terms. The Board is supported by a group of dedicated, public-spirited individuals and together, they comprise a regional service provider and planning agency committed to maximizing resources and improving the quality of life for residents in Orange County. The 22 departments that make up the County government strive to make Orange County a safe, healthy, and fulfilling place to live, work and play, by providing vital services to the community. The County's core businesses are public safety, public health, environmental protection, regional planning, public assistance, social services, and aviation.

## The Position

---

Appointed by and serving at the discretion of the Airport Director, the Assistant Airport Director is responsible for operations, administration, planning, and development activities at the John Wayne Airport, owned and operated by the County of Orange. The Assistant Airport Director has direct oversight of a portfolio of several divisions, and serve as the back-up to the Airport Director. The Assistant Airport Director manages collaborative relationships with external stakeholders and contractors. The Assistant Airport Director is responsible for directing, through subordinate managers, as well as initiatives that support the overall operations of the John Wayne Airport.

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





## The Ideal Candidate

We are seeking an innovative, forward-thinking Assistant Airport Director who will be a champion for the future, capable of dealing with substantial change, and showing flexibility and creativity in problem solving. The successful candidate will possess excellent written and oral communication skills; have demonstrated effective leadership in developing and participating in a team-oriented work environment; be politically savvy; have established a strong reputation for effective leadership with stakeholders at the Airport and in the community and have demonstrated extensive knowledge of principles and practices of modern airport management. We are looking for demonstrated qualities of leadership, effective communication, collaboration with external and internal stakeholders and strategic thinking.

## Position Qualifications

The critical nature of this position requires that the successful candidate possess at least 5 years of increasingly responsible management experience in airport administration at a commercial airport of similar complexity. A bachelor's degree in airport management, business administration, public administration or a related field is required. A master's degree, C.M., A.A.E. or IAP accreditation is a plus. Candidates must possess, or have the ability to obtain, a valid California Driver's License. Positions must obtain and maintain Airport security clearance.







## Salary and Benefits

The annual salary range for the incoming Assistant Airport Director is \$144,206 - \$273,478; placement within this range is dependent upon qualifications and internal parity with other executive managers.

The County also offers an attractive benefits package that includes:

- **Retirement Plan**  
Benefit formula of 1.62% @ 65 retirement benefits (includes a voluntary Defined Contribution plan and an employer match contribution). Eligible new employees who have reciprocal California public service time are required to choose between Plan O/P (1.62% @ 65) and Plan I/J (2.7% @ 55) retirement benefit formulas.
- **Retirement Reverse Pickup Contributions**  
County of Orange employees in Plan I/J may subject to an additional reverse pick up percentage. This is in addition to the normal employee contribution. More information is available on the OCERS website: <http://www.ocers.org>.
- **Optional Benefit Plan (OBP)**  
\$4,500 annually (pro-rated if hire or promotion occurs mid-year). Executive Managers may elect a taxable cash lump sum, OBP Health Care Reimbursement Account, and/or 457 Defined Contribution Plan.
- **Health Plan Coverage**  
There are currently five different plans to choose from including two Preferred Provider Organizations (PPO's) Plans and three Health Maintenance Organizations (HMOs) Plans.





## The Ideal Candidate (*continued*)

- **Dental**  
Dental coverage administered by Blue Shield of California.
- **Vision**  
Vision coverage administered by VSP
- **Life Insurance and Accidental Death & Dismemberment (AD&D)**  
Basic amount of \$125,000; employee may purchase additional voluntary coverage.
- **Sick Leave**  
During the first three years of employment, the accrual rate will be approximately nine days annually. At the fourth year, sick leave accrual rate is approximately 12 days annually.
- **Vacation Accrual**  
Initial accrual rate approximately three weeks per year, up to five weeks per year subject to negotiation.
- **Severance Payment**  
In the event that at-will employment is terminated, and in addition to a payout for any accrued, unused Vacation Time, the Employee will receive a severance payment, equal to the sum of ninety calendar days of salary and the County's share of the costs of Employee's health insurance premiums.
- **Auto Allowance**  
For at-will Executive Managers, a taxable monthly allowance of \$765.
- **Short Term/Long Term Disability Salary Continuance**  
County will pay 60% of salary for approved applications.
- **Educational and Professional Reimbursement**  
Up to \$10,000 per fiscal year. Up to \$2,000 per her can but applied to payment of the employees own student loans.
- **Other Benefits**  
401 (a) Defined Contribution Plan (4% Employer contribution of Executive Manager's bi-weekly salary); 457 Defined Contribution Plan (participation is voluntary); Voluntary Dependent Care (DCRA) & Health Care Reimbursement Account (HCRA); Employee Assistance Program; Annual Physical.

For additional information about Orange County benefits visit <https://hrs.ocgov.com/benefits-prospective>







## How To Apply

---

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

**Deadline for applications: February 4, 2024**

The contact for this search is:

**Rod Dinger, A.A.E.**

[rod@adkexecutivesearch.com](mailto:rod@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 County of Orange is an equal opportunity employer.

