



The Town of Addison, TX invites applications for
Airport Director

Addison Airport (ADS)
Addison, Texas

EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH



The Airport

Addison Airport is conveniently located less than one mile from the Dallas North Tollway and three miles from I-635 (LBJ Freeway). It serves as an FAA-designated reliever airport for DFW International Airport and Dallas Love Field, helping improve air traffic within the DFW Metroplex. It is a premiere, business-oriented, general aviation airport in far north Dallas County, Texas, and is viewed as a pre-eminent GA reliever airport in Texas.

Addison Airport is owned and operated by the Town of Addison and is considered a valuable and integral part of the Town's business-oriented economic base. Together with airport management, the Town of Addison has set out to maximize the airport's value through informed governance; balancing the interests of on-airport and off-airport stakeholders; and pursuing value-based investments.



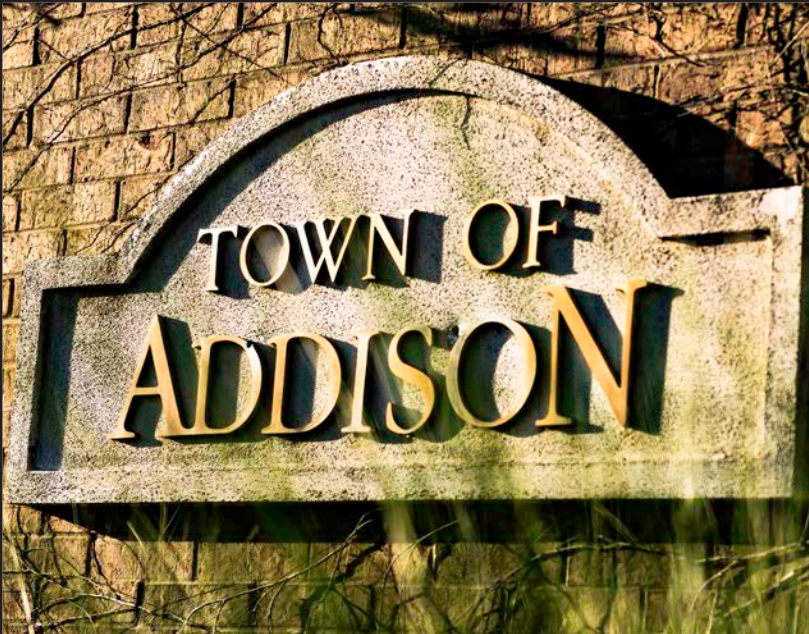
Its History

Established in 1957 by Dallas visionaries John Murchison and W.T. "Bill" Overton, alongside original directors Toddie Lee Wynn, Jr., James I. DeLoache, and W.D. DeSanders, Addison Airport has been focused on serving business aviation from its inception. The privately financed, \$2.29 million development broke ground on March 16, 1957, across 400 acres in what was then the undeveloped northern suburbs of Dallas. Addison Airport proudly debuted as "the World's Largest Exclusively Executive Airport," a vision shaped by direct feedback from aircraft owners who desired proximity to North Dallas.

Today, Addison Airport has over 600 based aircraft, approximately 120,000 annual operations (aircraft take-offs and landings), and is proud to offer 24-hour, on-site U.S. Customs service. The airport offers an array of amenities including three full-service fixed-base operators (FBOs) and approximately 70 specialized aeronautical operators such as aircraft charter and management services; maintenance facilities; avionics shops; aircraft detailers; and flight schools. This comprehensive suite of services ensures that the needs of business and general aviation aviators are met at the highest level.

Addison Airport is self-sustaining and plays a vital role in generating revenue for the Town of Addison. With the airport's based-aircraft count; numerous visiting aircraft (including an average of 600 international flights per year); and 250+ airport leases/licenses in place, Addison's restaurants, hotels, entertainment centers, home rentals/sales, and its tax base benefit from the airport's businesses, employees, visitors, pilots, tenants, and events.





The Community

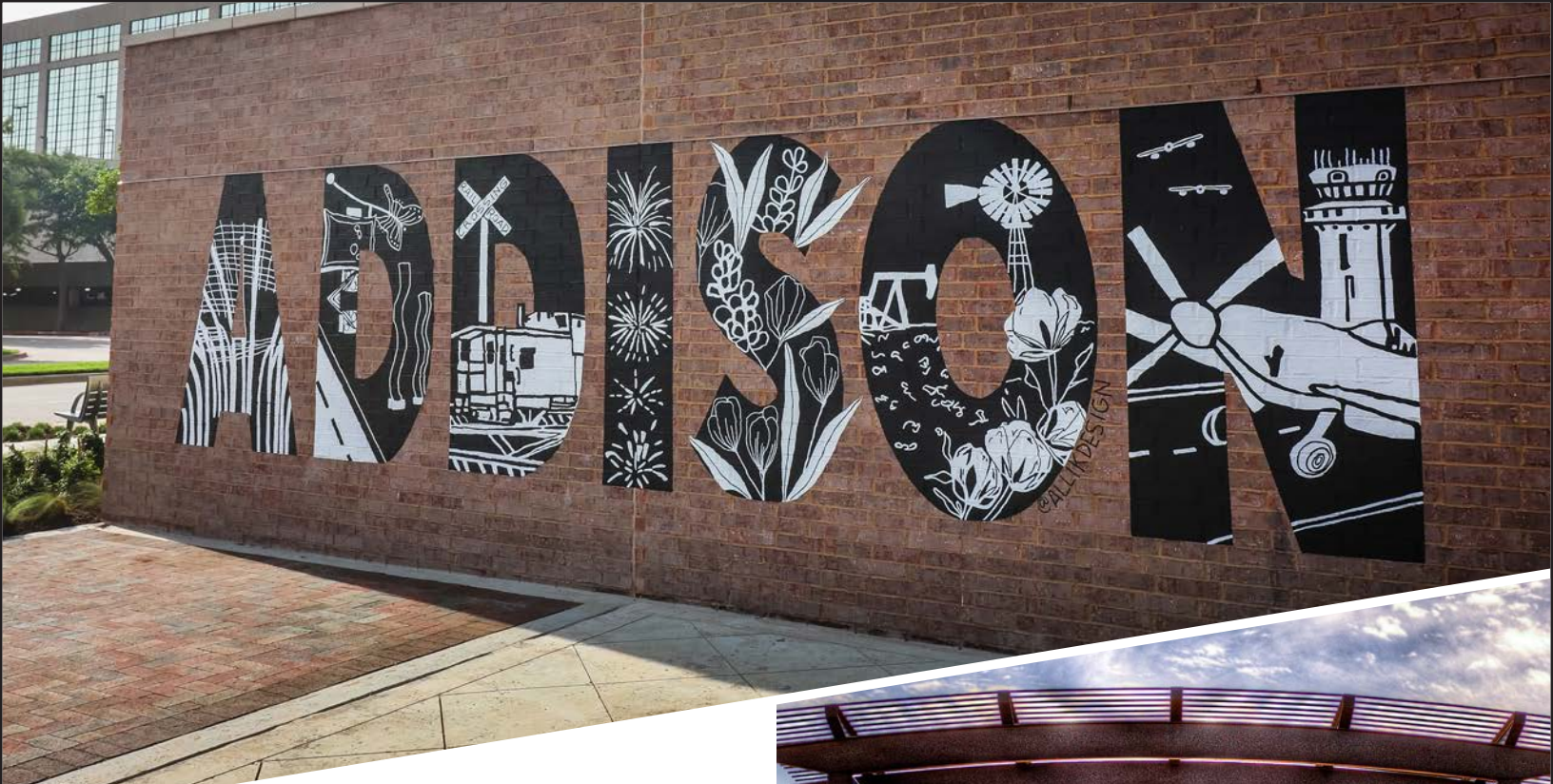
The Town of Addison is a dynamic, growing community that seamlessly blends work and leisure, offering a rich array of amenities and activities for its residents and visitors. With its central location in the North Dallas Metroplex, Addison provides easy access to major business centers and is home to a wide variety of parks, walking trails, and recreational opportunities. The Town’s welcoming environment makes it the ideal place to “live, work, and play.”

With a daytime population swelling from 17,000 residents to over 100,000 visitors, Addison serves as a thriving hub for business, culture, and entertainment. Major corporate headquarters, including Mary Kay Cosmetics, Bank of America, and Concentra, call Addison home.

Addison is more than just a business hub—it’s a dynamic community with a wealth of entertainment options for residents and visitors alike. Known for its rich array of dining, shopping, and cultural events, Addison offers something for everyone:

- **Addison Circle Park:** This central gathering place offers year-round events, including outdoor concerts, festivals, and the highly anticipated Kaboom Town! fireworks show on Independence Day.
- **The Addison Performing Arts Centre:** Enjoy a variety of productions, from thought-provoking dramas to light-hearted comedies, in a charming and intimate venue.
- **Addison’s Culinary Scene:** With more than 200 restaurants, ranging from casual cafes to upscale dining experiences, Addison boasts one of the most diverse and dynamic food scenes in the Dallas-Fort Worth area.
- **Shopping & Leisure:** Explore premier shopping destinations such as The Village on the Parkway, featuring Mediterranean-style shops and cafes, or enjoy the nearby Dallas Galleria for luxury retail therapy.
- **The Addison Athletic Club:** Stay active with state-of-the-art fitness facilities, tennis courts, and recreational programs for all ages.
- **Annual Festivals & Events:** Addison is home to renowned events such as Addison Oktoberfest, Taste Addison, and Addison Kaboom Town! with its award-winning fireworks and airshows.

With more than 200 restaurants, premier hotels, upscale retail destinations, and renowned special events, Addison blends business, leisure, and culture to create a dynamic and appealing community.

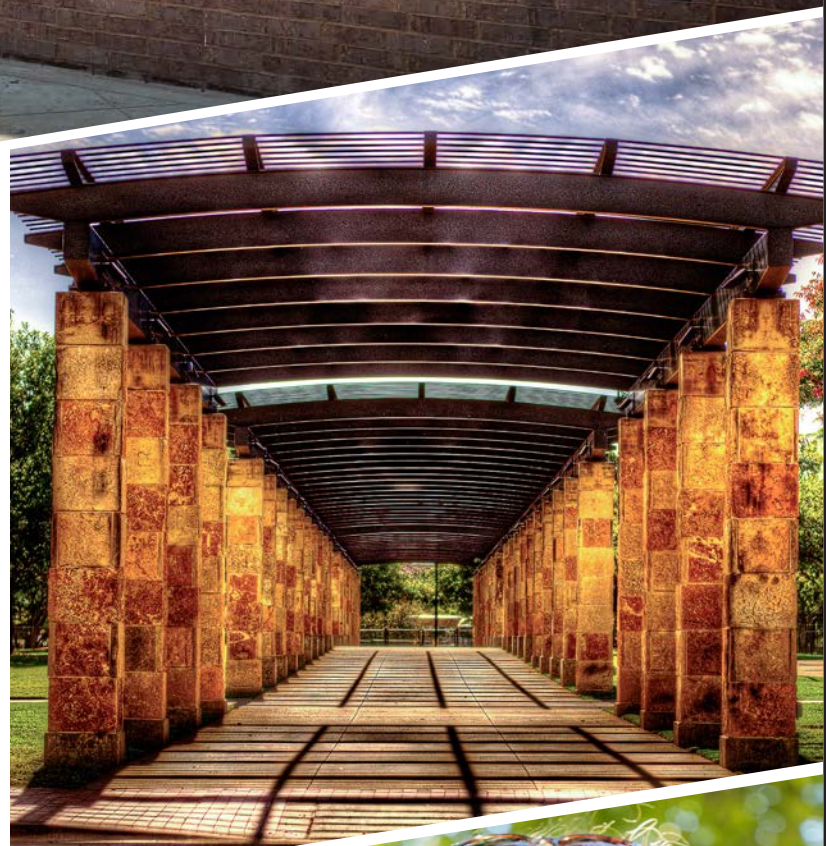


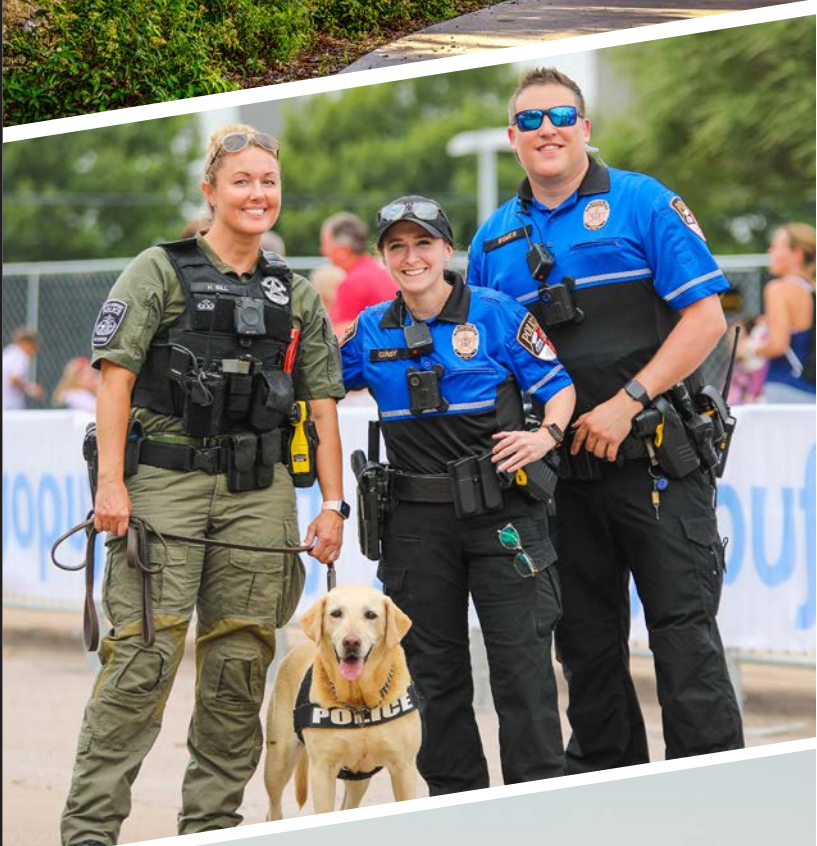
Position Overview

The Town of Addison is seeking a visionary, experienced and strategic leader as the Airport Director to oversee the airport's long-term planning, redevelopment, operations, and real estate portfolio. The Airport Director is responsible for managing the airport's day-to-day operations in a safe and efficient manner and ensuring governmental compliance. Reporting to the Deputy City Manager, the Airport Director plays a critical role in the airport and Town's economic growth and vitality.

About the Role

The Airport Director will lead a team of dedicated real estate, operations, and maintenance professionals; foster relationships with domestic and international flight departments, businesses, and operators; and promote Addison Airport as a premier general aviation hub. This position requires expertise in airport operations, governmental compliance, master planning, capital improvements, budget preparation and forecasting, and public engagement. The successful candidate will develop and implement a long-range vision for the airport's success while balancing day-to-day operational excellence.





Key Responsibilities

- Provide strategic leadership, operational oversight, and guidance on priorities and resource needs.
- Lead the airport's capital improvement planning, budgeting, and redevelopment efforts.
- Oversee the airport's real estate portfolio to maximize performance and revenue and manage long-term objectives.
- Ensure regulatory compliance with FAA, TxDOT, and EPA standards.
- Develop and present analytical proposals and reports to the City Manager and Council.
- Cultivate relationships with tenants, aircraft operators, and community stakeholders.
- Manage departmental budgets and expenditures in alignment with strategic goals.

Leadership Qualities and Style

The ideal candidate is a visionary and collaborative leader who:

- Fosters a positive and accountable work culture.
- Balances strategic thinking with hands-on problem solving.
- Communicates with clarity and confidence to diverse audiences.
- Encourages teamwork, professional growth, and continuous improvement.
- Represents the airport with professionalism and integrity.



Preferred Qualifications

- Bachelor's degree in aviation management, business, or a related field.
- Minimum seven (7) years of experience in aviation management or equivalent combination of education and experience.
- An equivalent combination of education, training and experience may be considered.
- Strong knowledge of FAA regulations, including Part 139, airport safety, and operational procedures.
- Proven ability in project management, budgeting, and strategic planning.
- A.A.E. certification preferred.
- Ability to obtain Airport Movement Area certification within two (2) weeks of hire.

Salary and Benefits

The starting salary range for this position is \$164,276 - \$197,131 and is accompanied by a generous benefits package. Relocation assistance is available. For details on the benefits, [click here](#).

How To Apply

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

Open until filled. The first review of applicants will be conducted on April 25, 2025.

The contact for this search is:

Kenneth Gwyn, A.A.E.
kenneth@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 Town of Addison, TX is an equal-opportunity employer. We support diversity and are committed to creating an inclusive environment for employees.

