



The Delaware River and Bay Authority invites applications for
Assistant Director of Airport Operations

Delaware River and Bay Authority (DRBA)
New Castle, DE

EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH



About the Delaware River and Bay Authority

The Delaware River and Bay Authority's (DRBA) Airports Division manages and operates a diverse system of airports between the states of Delaware and New Jersey that includes Wilmington Airport (ILG), Millville Executive Airport (MIV), Cape May Airport (WWD), the Delaware Airpark Airport (33N) and Dover Civil Air Terminal (CAT) in Dover, Delaware. The DRBA's system of airports serve not only as vital transportation links in the communities that they serve but also have a significant economic impact within the region. The Division's mission reflects that of the DRBA, "Connecting People and Places in the Heart of the Northeast Corridor," under the values of Teamwork, Respect, Accountability, Innovation, Trust, and Service.



Wilmington Airport (ILG) New Castle, Delaware



Wilmington Airport is located in the heart of the Delaware Valley, just 3 miles from downtown Wilmington, Delaware. The airport is a growing commercial service airport in the region, serving nearly 300,000 passengers in 2024. It also serves as a premier business aviation airport and home to the Delaware Air National Guard and Army National Guard flying units. Situated on approximately 1,250 acres, the airport offers plenty of airfield amenities, including an FAA operated air traffic control tower.

Millville Executive Airport (MIV) Millville, New Jersey



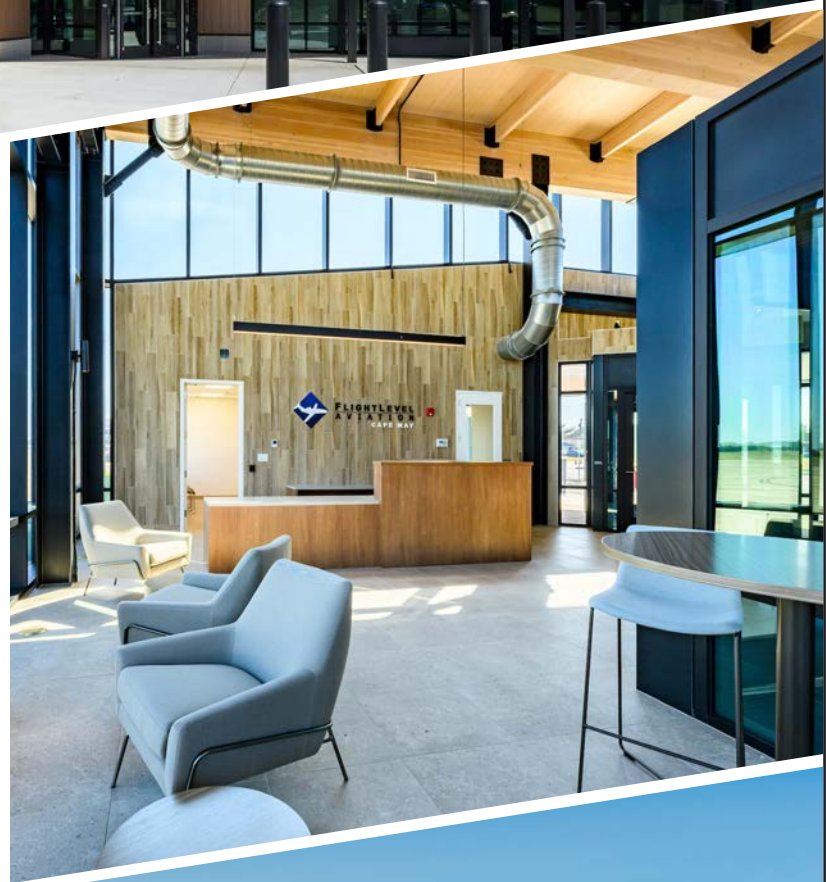
Located in southern New Jersey close to Philadelphia and the Jersey shore, Millville Executive Airport serves general aviation with a diverse portfolio of businesses that includes a large aircraft Maintenance, Repair and Overhaul operation and flight training. The airport is referred to as "America's First Defense Airport" because of the nearly 1,500 pilots who trained in gunnery practice at the airport with the P-47 "Thunderbolt" aircraft during World War II.



Cape May Airport (WWD) Cape May, New Jersey



Located on nearly 1,000 acres near historic Cape May, New Jersey, Cape May Airport serves as a popular aviation gateway to pristine beaches and all the amenities you would require at one of America's first resorts. The airport has all the modern amenities that general aviation customers expect, including a new terminal building, while also retaining its unique history as a Naval Air Station during World War II. Its growing business park and tech facilities have attracted a diverse group of entrepreneurs, creators, and innovators that includes a brewery and UAS research.



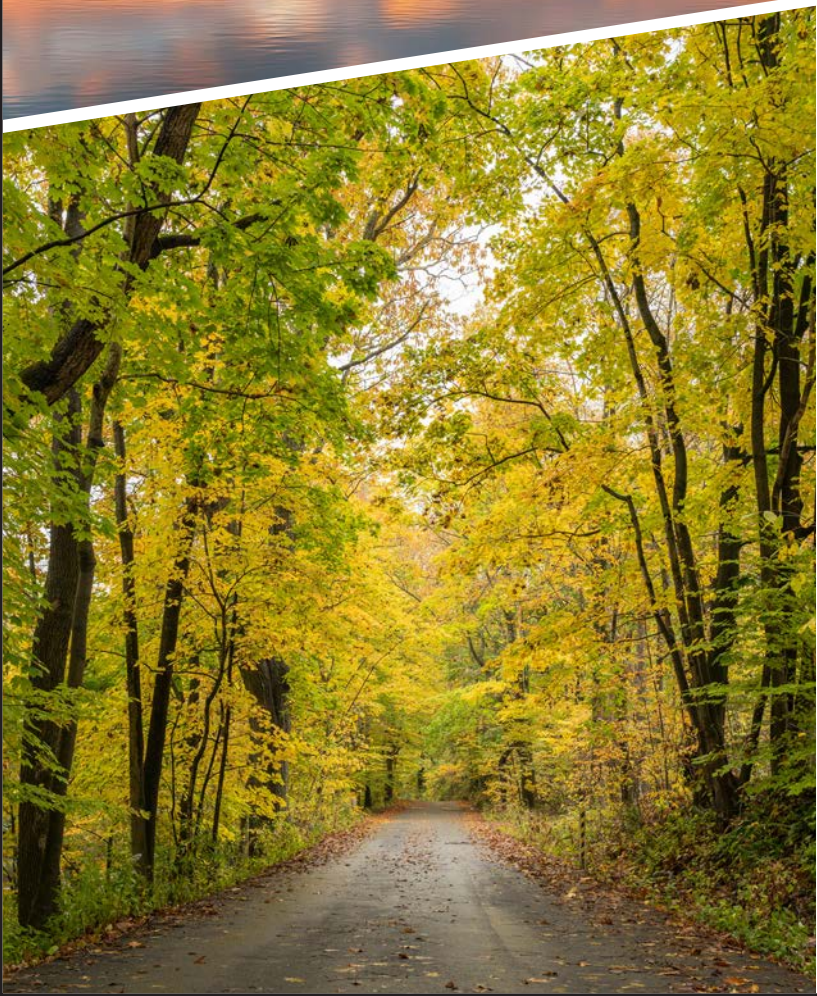
Delaware Airpark Airport (33N) Dover, Delaware

Delaware Airpark is a modern general aviation airport serving Delaware's capital city of Dover. The airport is the latest addition to the DRBA's portfolio of airports and serves as home airport to the Delaware State University aviation program, "The Flying Hornets."

The Dover Civil Air Terminal at Dover Air Force Base (CAT) Dover, Delaware

The Dover Civil Air Terminal is an FAA Part 139 facility that serves general aviation and unscheduled air carrier operations at the Dover Air Force Base in accordance with a Joint-Use Agreement with the United States Air Force. It primarily serves aircraft to operate into the Delaware Airpark Airport and is host airport for an annual NASCAR race event in Dover.





The Community

Welcome Home: The Vibrant Community of New Castle County, Delaware

New Castle County, Delaware, isn't just the state's northernmost corner; it's a dynamic, community-focused hub that offers a unique blend of history, modern convenience, and natural beauty. From bustling urban centers to charming colonial villages, this county thrives on its friendly atmosphere, accessibility, and abundance of activities, making it an ideal place to live, work, and explore.

Towns and Attractions: A Tapestry of History and Modernity

The county is anchored by the City of Wilmington, a vibrant center for culture, business, and the arts. Wilmington's Riverfront is a particularly popular area, featuring restaurants, entertainment venues, the Delaware Children's Museum, and the home of the Wilmington Blue Rocks, a minor league baseball team. A short drive away, the City of Newark is renowned for the energy of the University of Delaware and its lively Main Street, dotted with local shops and diverse dining.

For a true step back in time, visitors and residents alike flock to Historic New Castle. Overlooking the Delaware River, this is the oldest continuously occupied town in the Delaware Valley, rivaled only by Colonial Williamsburg in its historical authenticity. Stroll the cobblestone streets, visit the New Castle Court House Museum (part of the First State National Historical Park), and enjoy events like the annual Separation Day celebration. Further south, the town of Middletown offers a fast-growing, family-friendly community with its own local flair and numerous community events.

Other major attractions include the du Pont family's legacy in Chateau Country, where you can tour stunning estates and gardens like the Hagley Museum and Library, which showcases early American industry. For art and performance lovers, the magnificent Grand Opera House in Wilmington and the many galleries and studios throughout the county ensure a rich cultural life.

The Community *(continued)*

Proximity and Connectivity: The Gateway to the Mid-Atlantic

One of New Castle County's greatest assets is its unbeatable geographic location. Often called "The Crossroads of the Mid-Atlantic," it's incredibly close to three neighboring states:

Pennsylvania, New Jersey, and Maryland.

Thanks to major arteries like I-95, I-495, and I-295, residents enjoy short drives to major metropolitan areas:

- **Philadelphia, PA:** Approximately a **30-45-minute drive** north, making it an easy commute or day trip for world-class dining, museums, and sports.
- **Baltimore, MD:** Typically, about a **1 to 1.5-hour drive** south and west, offering another major city for business and entertainment.
- **Delaware Beach Resorts:** About a **1-hour drive** to beaches that offer experiences from family-friendly spots with boardwalk and shops to more laid-back options that provide a historic, quieter atmosphere and calmer waters.
- **New York City, NY:** Roughly a **2 to 3-hour drive**, an easily manageable distance for a weekend getaway.
- **New Jersey:** Just a **short drive over the Delaware Memorial Bridge** connects you to South Jersey and its coastal attractions.

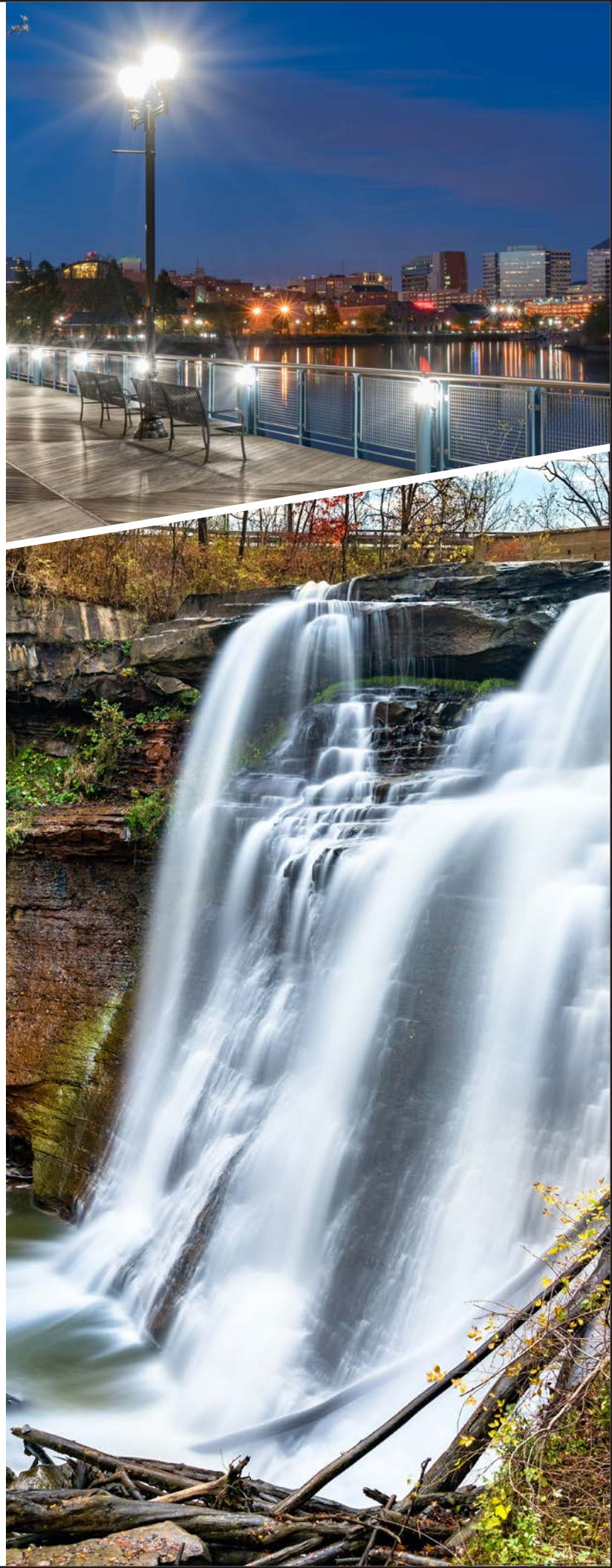
This exceptional accessibility means that the career opportunities and cultural offerings of several states are right at your fingertips, while you get to enjoy Delaware's tax-free shopping.

Local Activities, Dining, and Environmental Gems

The community spirit in New Castle County is palpable, visible in the frequent farmers markets (like those in Glasgow and Bellevue Park), local sports leagues, and neighborhood festivals. The Department of Community Services is deeply involved in strengthening the community, offering a huge array of art, fitness, and educational programs at centers like The Art Studio and various Recreation Centers. Catch a Wilmington Bluerock's minor league baseball game at the popular Wilmington Riverfront (<https://riverfrontwilm.com/>).

Popular Areas and Activities

Beyond the cities, the county is an outdoor enthusiast's paradise. Brandywine Creek State Park and Lums Pond State Park offer miles of trails for hiking, biking, and horseback riding, along with fishing and kayaking. For a taste of local history mixed with nature, Fort Delaware State Park (on Pea Patch Island) provides a unique historical tour accessible by ferry, known for its Civil War-era fortress and "ghostly haunts." And don't forget the great beaches of Delaware and South Jersey.





The Community (*continued*)

Famous Local Eats

The county's culinary scene is a diverse treat. For a truly historic dining experience, visit Jessop's Tavern in Historic New Castle, set in a building dating back to 1674, famous for its pub fare and extensive Belgian beer selection. In Wilmington, you can find a variety of sophisticated dining options, while places like Nora Lee's French Quarter Bistro offer unique flavors. Newark's Main Street boasts numerous popular spots, from Italian to eclectic American cuisine.

Environment and Conservation

New Castle County places a high value on its natural resources. The Russell W. Peterson Urban Wildlife Area offers a beautiful, accessible natural respite right on the edge of the Wilmington Riverfront, perfect for bird watching and connecting with nature. Initiatives like the New Castle County Pathways program are actively building new trail and pathway connections, enhancing safety and accessibility for cyclists and pedestrians, and ensuring residents can easily enjoy the county's green spaces and parks. From the serene gardens of Rockwood Park & Museum to local efforts supporting sustainable agriculture through the farmers' markets, the commitment to a beautiful, livable environment is strong.

New Castle County is truly a place where you get the best of everything: a rich historical foundation, modern convenience, incredible connectivity, and most importantly—a welcoming, engaged community that prides itself on building a positive future for all its residents.

To learn more about what Delaware and New Jersey have to offer, visit:

<https://www.visitdelaware.com/>

<https://visitsouthjersey.com/>

Position Overview

The Assistant Director of Airport Operations serves as a key leader overseeing the day-to-day management of multiple Authority-owned or operated airport facilities. Reporting to the Director of Airport Operations, this position ensures the safe, efficient, and compliant operation of all assigned airports while coordinating the activities of several operational units. The role provides strategic and tactical support in planning, budgeting, and policy implementation and may act on behalf of the Director during absences or emergencies.

About the Role

This position is responsible for guiding airport operations across multiple sites and ensuring all functions comply with stringent federal, state, and local regulations, including FAA requirements. The Assistant Director will lead preventive and corrective maintenance programs, manage capital and operating budgets, oversee complex projects, and foster collaboration among internal teams, tenants, contractors, and regulatory agencies.

Key Responsibilities

- Direct day-to-day airport operations and maintenance across assigned facilities.
- Lead and develop departmental staff, setting clear expectations and performance standards.
- Prepare, monitor, and manage operating and capital budgets.
- Develop and implement systems for compliance, safety, and environmental standards.
- Oversee contracts, procurement, and vendor performance.
- Coordinate with FAA and other regulatory agencies to ensure adherence to all operational requirements.
- Support strategic and long-range planning for facilities, equipment, and infrastructure.
- Provide exceptional service to airport tenants, stakeholders, and the traveling public.





Leadership Qualities and Style

The ideal candidate demonstrates a collaborative and decisive leadership style, balancing technical expertise with strong communication and problem-solving skills. They will cultivate a culture of accountability, safety, and continuous improvement while empowering employees to perform at their best. The Assistant Director should be adept at leading through change and maintaining operational excellence under pressure.

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

Required Qualifications

- Bachelor's degree in Business, Business Administration, Aviation Management, or related field; Master's preferred.
- Any equivalent combination of experience and training which provides the required knowledge, skills and abilities specifically in the fields of transportation or public sector airport management may be considered.
- Minimum five (5) years of supervisory experience in airport or transportation operations, seven (7) years preferred.
- Proven success in strategic planning, budget management, and regulatory compliance.
- Strong knowledge of FAA Part 139 and other applicable regulations.
- Experience working with organized labor preferred.
- Valid driver's license required.
- FAA Pilot's License preferred.
- Airport Industry accreditation preferred.



Salary and Benefits

The salary range for this position is \$113,400 - \$141,800 and is accompanied by an exceptional benefits package. Relocation assistance is available. Benefits include medical, dental, vision, flex care accounts, employee assistance programs, retirement, life insurance, short- and long-term disability, vacation, and much more. For more information on benefits, visit <https://www.drba.net/drba-benefits>.

How To Apply

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

Deadline for applications: November 23, 2025

The contacts for this search are:

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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 Delaware River and Bay Authority is an equal-opportunity employer. We support diversity and are committed to creating an inclusive environment for employees.

