**The City of Brownsville Invites Applications For Assistant Director of Airport**

The City of Brownsville is seeking an Assistant Director of Airport to direct, plan, manage and organize all functions associated with the operation of the Brownsville South Padre Island International Airport (BRO). This includes airside, landside, security, ground transportation and terminal operations.

The Assistant Director will:

* Develop the budget and workplans for both the Operations and Security divisions.
* Manage inspection of airfield operations and facilities to ensure compliance with the Airport Certification Manual (FAR Part 139) and other federal regulations; interpret and implement all actions associated with and required by FAA Advisory Circulars and Cert Alert.
* Advise, recommend, develop and implement policies and procedures and consult with the President/CEO, Airport tenants and airline representatives on a variety of issues.
* Ensure the Airport’s compliance with a variety of programs, including review and update of the Airport Certification Manual, Airport Emergency Plan, Storm Water Management Plan, Spill Prevention and Counter Control Procedures, and Wildlife Hazard Management Plan.
* Serve as primary liaison between senior Airport management and Airport users and maintain contact with air traffic control, certification inspectors, airlines, Airport tenants and others.
* Direct and Implement training and exercise programs and direct the review and design of construction projects consistent with the Airport Master Plan and the FAA-approved Airport Layout Plan.
* Prepare and present written and oral reports and briefings to City officials and Airport Advisory Board and civic organizations.

**The Ideal Candidate**

* Bachelor’s degree in aviation management, public administration, business management or a related field. A Master’s degree is preferred.
* 5 years’ experience in airport management or a related field, as well as experience in the public sector.
* Management level experience in fiscal and budget management as well as policy and decision-making experience.
* Strong background in airport operations, to include terminal and airfield operations, CIPs, as well as experience working with the Federal Aviation Administration, Transportation Security Administration, Department of Homeland Security, and Customs & Border Protection is required.
* Strong leader with experience providing direction to and motivating airport staff and employees of other City Departments.
* Knowledgeable of the operations and business practices associated with running both general aviation and commercial airports.
* Certification by the American Association of Airport Executives as a Certified Member (C.M.) is preferred or must have the ability to obtain the certification within 2 years of employment.

**Salary & Benefits**

The salary range for this position is Min $76,585.60, Med $93,808, Max $111,030 with an attractive range of benefits including a retirement system, sick and annual leave, and health and life insurance. For instructions on how to apply, please [**click here**](https://adkexecutivesearch.com/wp-content/uploads/2023/01/BRO-Assistant-Director-of-Airport.pdf) to see the recruitment brochure, or visit the searches tab at [www.adkexecutivesearch.com](http://www.adkexecutivesearch.com).

**Filing Deadline: March 19, 2023**