**Jackson Municipal Airport Authority Invites**

**Applications for Chief Executive Officer**

The Jackson Municipal Airport Authority is seeking a Chief Executive Officer to provide leadership and guidance to Authority employees as well as the Authority’s Board of Commissioners. The CEO will provide advice to the Board, inform them of important information, interpret FAA and TSA laws, rules and regulations and make recommendations on a variety of aviation and airport management-related issues.

The CEO assigns and directs the design, marketing, promotion and delivery of Airport programs, products and services, and assures their quality. In addition, the CEO will:

* Represent the Airport Authority at local, regional and national meetings and conferences.
* Direct the preparation of the annual budget and presents it to the Board and City Council.
* Direct staff in the development of the Airport’s Capital Improvement Program and assist staff in its presentation to the Board for approval.
* Review contracts, leases, and other legal documents, negotiate agreements with tenants and contractors and present them to the Board.
* Direct, manage, and evaluate the performance of staff in order to maintain and improve service levels, and allocates resources, including financial resources, accordingly.
* Direct all Airport Authority economic development activities and function as the organization’s liaison on matters related to capital improvements and international trade.
* Identify opportunities to improve Airport service and assists staff and co-workers as needed.

**The Ideal Candidate**

The successful candidate will have graduated from an accredited college or university with a 4-year degree in business or public administration, marketing, aviation management or a related field. Must have 10 years’ progressively responsible experience in aviation or airport administration, to include 6 years management or administrative experience. Certification by the American Association of Airport Executives (AAAE) as an Accredited Airport Executive (AAE), Certified Member (CM), or Airport Certified Employee (ACE) is preferred. Other similar certifications will be considered. Must be able to pass security and criminal background checks and maintain a security clearance throughout employment. Must also be able to obtain and maintain a valid Mississippi driver’s license. Must be able to work outside of regular business hours and on weekends. Must also travel periodically to represent the Airport Authority at meetings and conferences throughout the state and country.

**Salary & Benefits**

The salary range for this position is $192,000 – $265,000 with an excellent benefit package, including a fully paid Mississippi retirement program and reimbursements up to $10,000 in relocation expenses. For instructions on how to apply, please [**click here**](https://adkexecutivesearch.com/wp-content/uploads/2023/01/JAN-CEO.pdf) to see the recruitment brochure, or visit the searches tab at [www.adkexecutivesearch.com](http://www.adkexecutivesearch.com).

**Filing Deadline: March 5, 2023**