**The Santa Maria Public Airport District Invites**

**Applications For General Manager**

The Santa Maria Public Airport District is seeking a General Manager. This is an “at-will” position, serving at the pleasure of the Board of Directors of the Santa Maria Airport (SMX). The General Manager is responsible for the execution of contracts, permits and commercial agreements on the Board’s behalf, including aircraft, mobile home and storage leases, professional and specialized services, and license agreements. He or she approves purchases and public projects of $25,000 and below. The General Manager also selects, appoints and manages all District employees, except those employees appointed by the Board. He or she prepares the District’s annual budget and submits an annual financial report and other requested reports to the Board. The Manager represents the Board and SMX at meetings, in addition to attending regular Board meetings. He or she is the chief custodian of District records and files, including Board minutes and deliberations, and has authority to certify District records with its official shield. The Manager audits the District as required and is responsible for maintaining its accounting and auditing systems. The General Manager appoints employees and performs additional duties as assigned by the Board.

**The Ideal Candidate**

The Ideal Candidate for the General Manager position will have 3 to 5 years’ experience in airport management, including experience working with elected and appointed officials. The Candidate appointed to this position must be a politically astute go-getter with both commercial and general aviation experience including experience in land development, public relations, and dealing with environmental issues. He or she must be able to develop and maintain effective working relationships with members of the City Council, District staff, Federal officials and employees, Airport stakeholders, and the public. The Ideal Candidate must live within 20- 30 miles of the Airport (within the district or adjacent to it).

**Salary & Benefits**

The salary range for this position is $140,000 - $180,000. SMX offers an attractive benefits package and may assist with relocation costs. For instructions on how to apply, please [**click here**](https://adkexecutivesearch.com/wp-content/uploads/2022/09/SMX-General-Manager.pdf) to see the recruitment brochure, or visit the searches tab at [www.adkexecutivesearch.com](http://www.adkexecutivesearch.com).

**Posting closes November 20, 2022.**