

## POSITION ANNOUNCEMENT

# Assistant Director of Aviation, Administration

SPRINGFIELD-BRANSON NATIONAL AIRPORT

2300 N. Airport Blvd. Ste 100

## JOIN OUR TEAM

### About the Position

Under the general direction of the Director of Aviation, this position serves as one of two deputy directors for the Springfield-Branson National Airport (SGF). He/she will work with and become an important part of the senior management team charged with accomplishing SGF's goal to be the premier Midwest airport through exceptional service and safety.

The Assistant Director will independently perform airport management work to develop, direct, implement and maintain all business and fiscal operations of the airport; supervises professional, technical, and clerical staff engaged in various

department activities; advise the director and board regarding programs, projects, and policies; prepares and presents verbal and written reports on airport issues; and performs the duties of the director during his/her absence.

The Assistant Director will have the ability to effectively communicate and maintain positive working relationship with SGF stakeholders including public officials, staff, tenants, vendors, customers, contractors, and the general public. Further, the Assistant Director facilitates team projects and coaches team members.

Apply online at: [www.governmentjobs.com/careers/springfieldmo](http://www.governmentjobs.com/careers/springfieldmo)



## Position Preferences

- Bachelor's degree from an accredited college or university in Accounting/Auditing, Finance, Aviation Management, Business Administration, or a closely related discipline.
- At least four years of related professional work experience.
- A Certified Public Accountant (CPA) is highly desirable
- Experience with the fiscal operations/practices of a local government, commercial service airport, and federal/state grant funding is desired.

## Compensation and Benefits

The salary range for this position is **\$67,766.40 – \$105,476.80** with an attractive benefits package that includes:

- **Health insurance** is provided at **no cost for employee-only** coverage. Family coverage, dental, term life, and other insurance options are available for purchase.
- A **pension** is provided through the Local Government Employee Retirement System (LAGERS). Employees are fully vested after five years, and the City makes the full contribution for this benefit. There is also an optional 457(b) investment plan through ICMA.
- The City provides a **generous leave package**, including holiday, vacation, exempt, and sick leave. Additional information on City benefits can be found at [www.springfieldmo.gov/4873/Benefits-Perks](http://www.springfieldmo.gov/4873/Benefits-Perks)

## Application Process

Please apply online at: [www.governmentjobs.com/careers/springfieldmo](http://www.governmentjobs.com/careers/springfieldmo)

### **For more information on this position please contact:**

Alice Wood, City of Springfield  
HR Specialist  
ajwood@springfieldmo.gov  
(417) 864-1828

The City of Springfield values diversity in its workforce and is an Equal Opportunity Employer. Applicants selected as finalists for this position will be subject to a comprehensive background check, drug testing, etc.



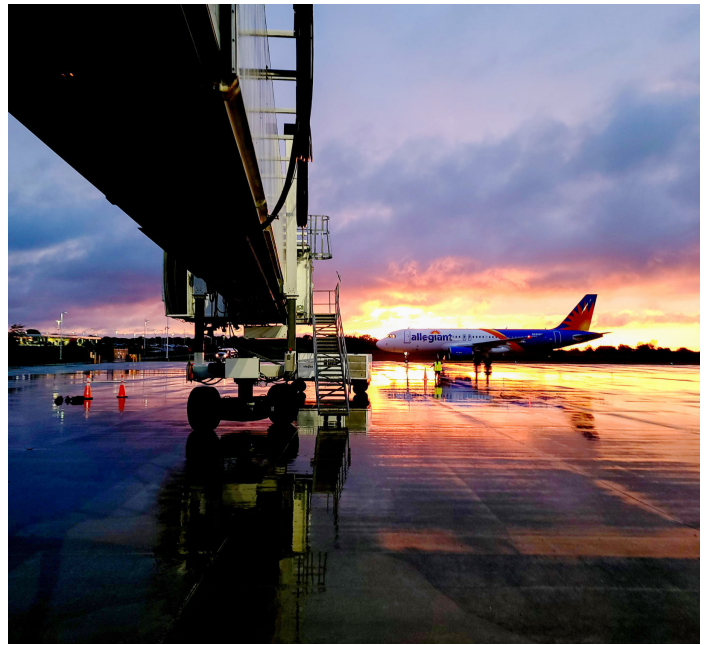
## About the Airport

**The Springfield-Branson National Airport** (SGF) is owned by the City of Springfield and governed by a semiautonomous board that operates the Airport on behalf of the City.

The Airport Board is comprised of eleven members, eight who live within City limits and three from outside City limits, which are appointed by the City Manager and confirmed by the Springfield City Council.

SGF is a fast-growing small hub airport located on 3,300 acres in Southwest Missouri. It has service to 15 cities via carriers Allegiant, American, Delta, and United; including an average 30 daily flights to major hubs Dallas, Houston, Denver, Chicago, Atlanta, and Charlotte. SGF was experiencing record growth prior to the pandemic and aviation activity continues to recover since. 2021 numbers were 82% of the record 1,187,068 total passengers from 2019.

A beautiful new 275,000 square foot airline terminal was completed in 2009, which development included an adjacent ARFF stations, fuel farm, and consolidated car rental facility. The terminal has 10 gates, but can be expanded to 60 gates. A project to expand long-term auto and car rental parked was completed in 2020. The former terminal has been redeveloped and is 100% leased as an Expedia/Hotels.com operations center, U.S. Customs Office, and college flight training center.



*Springfield-Branson National Airport*

A new Airframe & Powerplant training facility is also in the works.

The airport has nightly UPS and FedEx air cargo service that handled a record 34.5 million pounds in 2021. There is a Missouri Air National Guard helicopter maintenance base, large charter operation, and healthy general aviation community.

The airport in late 2021 completed a new 55,000 sf, 3-Bay, MRO maintenance facility in partnership with American Airlines to service their next generation Embraer-175 regional jets.

SGF has an annual operating budget of over \$18 million and 100 employees. It is self-sufficient and receives no local tax support. The airport is home to 40 businesses and contributes about \$500 million annually to the regional economy. Foreign Trade Zone #225 is also operated by the Airport, which boundaries include all 23 Counties of SW Missouri.



## The Community and Region

Located in scenic southwest Missouri, Springfield is the third largest city in the state and known as the “Queen City of the Ozarks.” The metro area population is 462,369, with 169,176 within City limits. Springfield is a progressive community offering a desirable location and great quality of life with low cost of living. The City is characterized by a growing job market, excellent schools, world-class healthcare, and all the entertainment and cultural amenities of a big city, but with a welcoming small-town charm.

The recipient of numerous awards and accolades, Springfield continuously meets high standards for livability and economic health. The City has been named one of the Kiplinger’s 25 Most Affordable U.S. Cities to Live In, recognized by Forbes as one of The 100 Best Cities for a Staycation as well as Forbes’ No. 8 city for Where to Invest in Housing. Springfield has been designated as one of America’s Best Small Cities by Best Cities and is currently Missouri’s fastest growing MSA.

The Springfield Area Chamber of Commerce has previously been chosen as the National Chamber of the Year, and its combined efforts with the City, counties, and business members have helped the community to become a national leader in job growth, with an unemployment rate far below the national average. Springfield is a center for regional medical, retail, and education and has a post-secondary student population of approximately 50,000.



*Downtown Springfield*

The largest employers in the area are Mercy Health Systems, CoxHealth Systems, Walmart Stores, Inc., Springfield Public Schools, and Bass Pro Shops.

In recent years, the City has experienced a resurgence in its downtown area. Many of the older buildings have been renovated into mixed-use buildings such as lofts, office space, restaurants, coffee shops, bars, boutiques, and music venues.

The downtown area is also home to historic theaters that have been restored to their original state, including the Gillioz Theatre and the Landers Theatre. Springfield has a thriving creative arts scene and the Missouri Arts Council recently awarded the City a Creative Community Award in recognition of its support of the arts. Springfield has a symphony, ballet, and opera, as well as

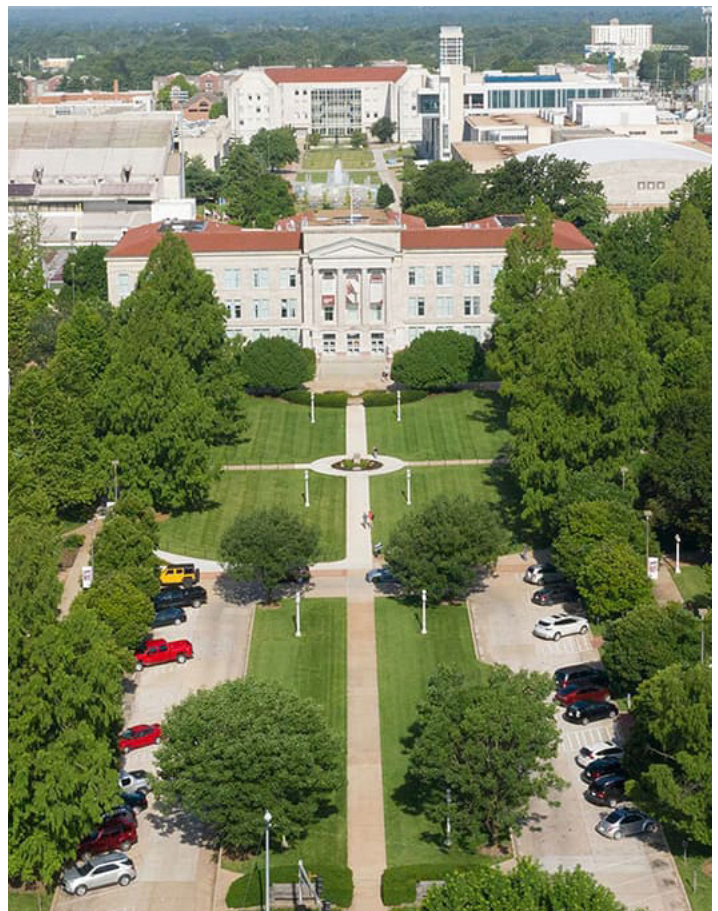
a variety of historic and live performance venues. The City is also known for its abundant recreation offerings. These including 92 parks, a Botanical Center, three municipal golf courses, a zoo, and a trail system named as a National Gold Medal Award winner in recognition of the City's commitment to providing top-notch leisure opportunities.

Springfield Public Schools (SPS) is Missouri's largest school district. The district consists of thirty-six elementary schools, ten middle schools, and five high schools, as well as the Phelps Center for Gifted Education. SPS has an enrollment of over 25,000 students and offers programs that cater to the diverse needs of all students, including the International Baccalaureate program, Academy of Exploration at Discovery Center, and the Health Sciences Academy at Mercy. There are also several private schools in the City serving pre-K through 12<sup>th</sup> grade students.

For those seeking higher education, there are many colleges and universities throughout the region, including Missouri State University, Ozarks Technical Community College, Drury University, Evangel University, and Southwest Baptist University.



*Downtown Springfield, Park Central Square*



*Carrington Hall, Missouri State University®*

Applicants are encouraged to view the video at [www.LiveInSpringfieldMO.com](http://www.LiveInSpringfieldMO.com) for additional information on Springfield.