

The County of Humboldt Invites Applications For Director of Aviation

The County of Humboldt is seeking a Director of Aviation to plan, organize, coordinate and direct the programs and activities of the County's Aviation Department which is responsible for managing six county airports: California Redwood Coast – Humboldt County Airport (ACV); Dinsmore Airport (D63); Garberville Airport (016); Kneeland Airport (NLN); Murray Field Airport (EKA); and Rohnerville Airport (FOT).

The Director of Aviation is responsible for accomplishing departmental goals and objectives, supervising staff, administering the annual budget, and directing the day-to-day operations and activities of the Aviation Department.

A selection of the Airport Manager's duties is as follows:

- Ensures the Humboldt County Airport system is operating according to Federal, State and Local laws and regulations in order to ensure public safety and security; ensures proper maintenance, security and compliance of airport facilities; directs airport security and emergency operation efforts, performing safety risk analysis to ensure the Airport and airfields operate in a safe and compliant manner.
- Represents the county in negotiating terms and conditions of tenant leases, submits for review to the County Council and Risk Management and enforces terms of leases.
- Develops and directs the implementation of goals, objectives, policies, procedures and work standards for the Aviation Department; prepares and administers the department's budget.
- Works closely with the County Administrative Officer, Board of Supervisors, other County departments, a variety of public and private organizations, and citizen groups in developing programs and implementing projects to solve problems related to the assigned function; advises the County Administrative Officer and Board of Supervisors on related issues and programs.
- Advises the Board of Supervisors on issues and programs relative to management of the county's airport and airfields; prepares and recommends long-range plans for aviation services and programs and develops specific proposals for action on current and future County needs.
- Oversees long- and short-range activities including the Aviation Department Master Plan; coordinating such activities with those of other political jurisdictions.

Position Qualifications

The successful candidate will have a four-year college degree with major course work in aviation, public administration, management, facilities/construction management, or a closely related field and five (5) years of supervisory or administrative experience in aviation and airfield management which has included program planning, development and administration and working with community organizations. Certification through the American Association of Airport Executives (AAAE) as an Accredited Airport Executive is highly desirable.

Salary & Benefits

The salary range for the Director of Aviation is \$112,068 and includes an attractive benefit package.

For instructions on how to apply, please [click here](#) to see the recruitment brochure, or visit the searches tab at www.adkexecutivesearch.com.

Filing Deadline: June 15, 2018