



**The Pangborn Memorial Airport Governing Board
Invites your Application for the
Position of Airport Director**



The Airport

[Pangborn Memorial Airport](#) (EAT), located in North Central Washington, is owned and operated by the Ports of [Chelan County](#) and [Douglas County](#) through a Joint Operating Agreement. A six member Airport Governing Board, composed of the three elected commissioners of each port district, is the policy-making body and oversees Airport management. Commissioners are directly elected to six year staggered terms by voters in their District. Commissioners serve on a part-time basis. Regular Governing Board meetings are held on the fourth Wednesday of each month.

Pangborn is a non-hub, primary commercial service airport on 550 acres with over 51,541 enplanements and 42,292 operations. The current year operating budget is \$1.1 million and the capital budget is \$1.8 million. The 2010 capital plan includes 3 projects totaling \$1.1 million. One project, an Environmental Assessment, is the second step in a future runway expansion project that is estimated at \$15 million. The airport receives passenger facility charge entitlements and will expend \$345,000 in PFC project funds in 2010.

The airport is served by Alaska/Horizon Air, is a FedEx regional hub, and is the headquarters of Executive Flight, a charter flight operator employing 95 and operating 12 jets and three twins. It is also home to the US Forest Service's fire cache base, the Wenatchee Valley Rappellers supported by three helicopters, and the Central Interagency Communications Center (dispatch for fire suppression air tanker operations), and a FBO, Wenatchee Jet Center, with fuel sales and flight training. Century Aviation manufactures rebuilt/replicas of antique aircraft for static display and a wholesale manufacturer of Kyte's (parasail type aircraft). The airport also has a

glider club and sport flyer activities. The airport does not have a tower and over the years a high standard for safe operations has been a priority and accomplished through annual educational briefings.

The Airport has a staff of 10.5 full time employees. One serves as the security officer, and four airport technicians serve as Part 139 ARFF with additional support from the Douglas County Fire District. The Airport Director position is vacant due to the retirement of the long serving incumbent.

The airport has had commercial service since late 1959. The current terminal opened in 1992, and in 2009 the concourse underwent \$1.3 million in improvements. The terminal has 15,000 usable square feet; 3 aircraft gate positions; 325 public automobile parking spaces; and concession services including food and beverage, gifts, car rentals, information and business services. Approximately 125 corporate and privately – owned aircraft are based at Pangborn. The airport provides 320 full-time jobs through the many business activities on the airport grounds.

The Airport actively works in concert with both local port districts to promote regional economic development, including recruiting aviation-related business enterprises to the airport area. In addition, the Airport provides leadership on various other community issues from complex land use issues to aviation education. In fact, an annual Aviation Day event with a community celebration of Clyde Pangborn and Hugh Herndon's historic trans-pacific flight in 1931. The event is called Wings and Wheels.

About The Area

Community

Located in central Washington State, Chelan and Douglas Counties' business hub is located in Wenatchee and East Wenatchee, at the intersection of cross-state highways 2 and 97. The Wenatchee Valley boasts about 60,000 residents, with a labor pool of over 26,000. Four distinct seasons and development of irrigation transformed the area from a semi-arid landscape into one of the most productive agricultural regions in the state. This region boasts one of the lowest power rates in the country - generated by Columbia River hydroelectric dams.

Protected by the neighboring Cascade Mountain range, the Wenatchee Valley features a 180-day growing season, with extreme temperature fluctuations a rarity. Annual rainfall averages only 9 inches. Irrigation, however, allows lush vegetation to flourish from the early greens of spring to the warm gold of an Indian summer.

Summer temperatures climb into the 90s in mid-July with a few 100 degree days usually recorded each August. Winter season brings many 20-25 degree days, with a few days each winter dipping to the zero-degree temperature mark; snowfall during the winter ranges from 30-35 inches.

Unofficially, the region boasts of nearly 300 days of sunshine per year. It is the residents' combined love of culture and outdoor recreation that makes Wenatchee an exciting tourist destination, as well as a fine place to live and do business.



Arts & Recreation

Bound by National Forest and the Columbia River, the area attracts recreational enthusiasts and world-class adventurers from across the state and around the world as more than 85% of the land is publicly owned. The region boasts more than 70 miles of the Columbia River and over 200 lakes, the largest being Lake Wenatchee and Lake Chelan for boating, fishing, and skiing. [Mission Ridge Ski & Board Resort](#) is 12 miles from Wenatchee and includes more than 36 designated runs spread over 2,000 acres of terrain, along with 66 acres of snowmaking and a high speed quad ride to the summit. The [Performing Arts Center of Wenatchee](#) showcases everything from local performing arts and civic events to national and international touring artists. The [Town Toyota Center](#) is the area's multipurpose event center as it hosts everything from hockey, soccer, basketball and football to concerts, rodeos, martial arts, ice shows, and theatrical productions as well as many local trade shows. Other popular activities include cross-country skiing, mountain biking, rock climbing, waterskiing, flatwater and whitewater paddling, trail running, camping, golfing, hang gliding, and wine tasting at one of the region's 56 wineries.

Community Assets

The area's economic center extends throughout both Wenatchee and East Wenatchee including an array of industries ranging from technology firms and manufacturing to healthcare and agriculture. The area offers a well-integrated and accessible infrastructure that includes components such as roads, water and sewer, reliable energy and labor pool diversity. High-bandwidth connectivity is another factor that makes it easier to do business.



The region houses a dynamic economy that is supported by businesses including aerospace, manufacturing, medical and agricultural industries. High-tech service and product industries are expanding rapidly, as are telephone communication services, computer programming and processing, engineering, architecture, and internet service providers (ISP).

Agriculture is another key industry in the area with crops grown, packaged, traded and distributed globally. Area crops include wheat, apples, pears, stone fruit and berries, melons, vegetables, potatoes and more.

A few of the facilities our region is particularly proud of include The [Confluence Technology Center](#) in Wenatchee, which serves as an intersection of the state's fiber optic highway offering businesses a state-of-the-art videoconferencing center, meeting and workforce training facilities.

[Central Washington Hospital](#) and [Wenatchee Valley Medical Center](#) are recognized for quality health care services and highly skilled medical staff. The hospital has been nationally recognized among the top 100 hospitals in four categories; Orthopedics, Intensive Care, Cardiovascular, and Community Value. A \$130 million expansion and renovation project has begun. The project will construct 150,000 sq ft of space in a five-story tower with all patient rooms being private, the Intensive Care unit will be modernized, the number of patient beds will be raised to 174 and the rooms will have more efficient work space and better patient/visitor access.

[Wenatchee Valley College](#) offers two year degrees and workforce training, along with four degrees through their partnership with [Central Washington University](#). In 2007, the college added state-of-the-art medical training equipment for the Nursing Program in their Simulation Skills Laboratory.

As you can see, our North Central Washington region is developing a unique combination of community assets, which combined with our natural gifts, makes this a wonderful place to "Live, Work and Play".



Job Description

The Airport Director is responsible for the overall administration, operation, maintenance and development of Pangborn Memorial Airport (PMA). The Airport Director administers policies and directives of the Airport Governing Board as well as plans, directs, and coordinates the work of staff personnel. The Airport Director is a senior executive management position involving a variety of diverse, highly technical and specialized functions including providing highly responsive and complex administrative support to the Board.

The Ideal Candidate

PMA seeks an Airport Director who possesses knowledge of principles and practices of modern airport management, which has been acquired through verifiable work experience and education. The candidate will have varied airport administration experience with strong leadership skills, solid interpersonal relationship skills, financial acumen, and a proven track record on employee development.

The candidate who is selected will be an energetic, entrepreneurial, pragmatic and proactive leader who exhibits a passion in developing and managing a participatory and team-oriented work environment. This candidate will use strong interpersonal and technical skills to build a collaborative approach to operating a safe facility, increasing aviation activities, expanding facilities and generating new revenue opportunities. PMA is very interested in a candidate who possesses a proven record of business development that contributes to the growth of the airport and the local economy.

The ideal candidate will have the capability of being the direct representative of PMA, acting as the representative to the public, press, aviation community, and appropriate government entities, being politically astute, with a proven record of earning the respect and trust of others.

Requirements & Preferences

To be eligible for this position, an applicant must have at least a Bachelor's degree in Airport Management, Business Administration or related field or have equivalent industry experience. An A.A.E. or CM accreditation is preferred. Finalists will have five (5) years of increasingly responsible experience in airport management or directly related field, with some experience at the management level at an air carrier airport. Experience involving a military operation congruent to civil air operations will be considered as equivalent. Possessing a pilot's license is also desirable. Candidate must have a valid state driver's license.



Compensation & Benefits

Starting salary range is \$74,000 - \$105,000 DOE.

The range of benefits available may include:

- Health Insurance including Medical, Dental and Vision
- Disability Insurance
- Life Insurance
- Washington Public Employee Retirement System Plan
- Vacation Leave
- Sick Leave
- Relocation Benefits

How to Apply

Please submit a cover letter, resume, and at least three professional airport or related references (and your working relationship to them) to Jones Strategic at:

PMA@JonesStrategic.com

Your cover letter should include answers to the following:

1. Your overall airport management philosophy in leading a commercial airport in today's airport industry and building/maintaining a team environment.
2. The size of airports/facilities and communities you have served including the operating budgets, capital improvement budgets, and staff you have managed.
3. Your specific experience at key management positions at airports, including your most significant accomplishment at each.
4. What you feel it takes at today's airport to develop the necessary revenues that allow an airport to grow and prosper.
5. Your experience in implementing both aeronautical and non-aeronautical related airport development.

Only complete electronic submissions will be considered.

Filing Deadline

March 26, 2010

Email Questions to:

Patrick Jones, Principal

PMA@JonesStrategic.com

