



Gary/Chicago International Airport

*AvPORTS Invites Qualified Applications for the
Position of GYY Airport Manager*



The Gary/Chicago International Airport

About the Airport

The Gary/Chicago International Airport (“GY”) is strategically located within 25 miles (35 minutes) of downtown Chicago. It was created by the Airport Board and the City of Gary in 1939. The 1950s saw the beginning of limited commercial passenger service at the Airport. In 1995, through a compact among the City of Chicago, the Airport Board and the City of Gary (the “Compact”), the Gary/Chicago Regional Airport Authority was formed. The GCRAA oversees the planning and growth of O’Hare, Midway and Gary and ensures coordinated activities that best serve the greater region. As such, GY is officially recognized as Chicago’s Third Airport. In January of 2014, The Gary/Chicago International Airport Authority (“Authority”) formed a public-private partnership with AFCO AvPORTS Management LLC, for the long-term management of the airfield. A second agreement was signed between the Authority, the City of Gary and AvPORTS’ affiliate company Aviation Facilities Company (“AFCO”), for the long-term development of surrounding land.

Dedicated to providing quality service, at low cost and with convenient access, GY has set its sights on continued growth and expansion. Easily accessible via I-90, I-80/94, I-65, the Chicago Skyway, the Dan Ryan Expressway, and Lake Shore Drive, GY is a gateway to greater Chicagoland.

The Airport handles 30,000 operations per year and is home to two full service FBOs, nearly 100 based aircraft, and includes world-class tenants such as the Midwest corporate jet fleet of Boeing. The main runway, Runway 12/30, is in the midst of an expansion project which will extend its current length from 7,000 feet to 8,900 feet enabling GY to accommodate most commercial aircraft. Growing the Airport’s corporate tenant base and service offerings as well as attracting compatible charter services to Gary are top priorities for GY.



AvPORTS

About the Company

AvPORTS is in the business of owning, leasing and managing airports and related airport infrastructure. Our portfolio of over a dozen FAA-certificated airports makes us the undisputed leader in our industry. For over 85 years, we have enjoyed an unrivalled reputation for exceptional service quality and the highest standards of safety, efficiency and accountability in our industry. This is directly attributable to a Total Effort Airport Management mindset “TEAM_{SM}” - forged from our pioneering history of one-stop servicing and long term partnering, and shaped by a relentlessly customer-focused executive team and employees at all levels of our organization.

In 2009, AvPORTS became an affiliate of Aviation Facilities Company (AFCO), a real estate development and facilities management company with properties across the United States. Since then, as a member of the AFCO family, the menu of services AvPORTS is able to bring to bear for its airport clients has been greater than ever.



Our vision for AvPORTS is of a company that creates greater wealth and economic activity at airports by adding more and more value to stakeholders. In pursuing this vision, our overarching objective has been to continue to be the full-service provider-of-choice for public and private airport owners by offering the market's most comprehensive menu of airport services, with unassailable proficiency and single-point accountability. Today, AvPORTS is a clear leader in the Public-Private-Partnership (“PPP”) space, targeting middle market airports.

Each of our client airports within the AvPORTS family, along with our more than 500 employees, benefit from the experience of being a part of a larger network of peers where shared resources, ideas, best practices and upward employment opportunities are made available to all.



Northwest Indiana

About Northwest Indiana

This diverse and innovative region is a part of the greater Chicago metropolitan area beginning at the Illinois border and stretching along Lake Michigan. Proximity to the nation's third largest city, access to the beautiful shoreline, and a remarkably affordable cost of living ensure Northwest Indiana residents a high quality of life. The region's six counties comprise the second largest urban area in Indiana after Indianapolis. With heavy industrial and cultural centers in Gary, Hammond and East Chicago; and with historic districts in Valparaiso, and Schererville that ranks among Forbes' best places to live; the area offers a broad and unique character in the heart of Midwest culture and hospitality.

The area is home to eight colleges and universities including Ivy Tech Northwest, Indiana University Northwest and Valparaiso University. The Indiana Dunes National Lakeshore, one of the area's treasured attractions, is a part of the US National Park System and runs nearly 25 miles along the southern shore of Lake Michigan.

The Gary SouthshoreRailcats are the 2013 American Association champions and entertain residents in one of the country's top minor league ballparks. The Majestic Star and Ameristar casinos offer worldclass gambling entertainment as well as extensive dining venues.

The area's beautiful natural landscape and park system make it ideal for enjoying the outdoors by exploring the dunes, hiking, fishing, boating, birdwatching, waterskiing, and more. And when in need of all the amenities of a global city, the Southshore Commuter Rail Line provides quick and easy public transportation to downtown Chicago. The high-quality residential suburbs of Chicago are likewise within easy reach of GYY. With steady growth over the last several decades, more than 800,000 people now call Northwest Indiana home.



Job Description

POSITION: Airport Manager

AIRPORT: Gary-Chicago International Airport (GYY)

REPORTS TO: Gary-Chicago International Airport Authority (Authority)

SALARY: To Be Negotiated

ABOUT THE PUBLIC PRIVATE PARTNERSHIP:

On January 27, 2014, the Gary/Chicago International Airport Authority (“GCIAA”) signed a 10-year agreement with renewals with AvPORTS for the operation and management of the Gary/Chicago International Airport in Gary, Indiana. A separate agreement was signed between the Authority, the City of Gary and AvPORTS’ affiliate company, AFCO, Inc, for the development of publicly-owned lands in and around the airport over the next 40 years. Performance-based incentives are incorporated into these agreements in what has become a historic public private partnership initiative in the industry.

GENERAL JOB SUMMARY:

Plans, organizes and administers all operational and developmental phases of Gary-Chicago International Airport (GYY). Under the general policy direction of the GCIAA partner, this position plans, oversees, implements, manages and directs all activities of the Authority’s airport, all in accordance with FAA, TSA, Compact, and other applicable federal, state and local government regulatory requirements. Responsibilities include working with the Assistant Airport Manager and various division managers to manage and direct the financial, land, business, security, construction and related functions of the airport. The incumbent is accountable for accomplishing airport planning and operational goals and objectives and for furthering the Authority’s goals and objectives within general policy guidelines.

MAJOR RESPONSIBILITIES & DUTIES:

This job description lists only the primary job duties normally assigned to this position, but does not restrict the performance of other duties assigned by the Authority or the Company:

- ✈ Consults with the Authority, community and other stakeholders and formulates a Strategic Plan for the development of GYY into a viable economic engine for its catchment, for the approval of the Authority; and then prosecutes the ongoing updating and implementation thereof.
- ✈ Oversees implementation of policies established by the Authority; and manages the airport as a business enterprise consistent with such policies, appropriate standards, and the Strategic Plan.
- ✈ Confers regularly with the Authority to formulate policies and plans related to such diverse areas as environmental, transportation and economic development planning; as well as to the

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daily operation of the airport and its associated facilities.

- ✈ Provide to the Authority regular reports covering the activities, financial condition, performance against objectives, and other information and reports covering the Airport's operations; and such ad hoc reports as may be required by the Authority.
- ✈ Consults with the Authority, community and other stakeholders and formulates, for the approval of the PPP members including the Authority, Annual Business Plans and Annual Operating and Capital Budgets to guide the ongoing operation, management, and development of GYY.
- ✈ Oversees and administers all financial affairs of the airport consistent with the above Plans and Budgets; ensures that revenue is maximized, balanced and reported; directs grant and bond funding requirements.
- ✈ Oversees all business affairs for the airport including insurance management and the negotiation of concessionaire leases
- ✈ Oversees compliance with all federal and state contracting requirements pertaining to disadvantaged business enterprises, minority business enterprises, veteran-owned business enterprises, and other targeted business enterprises, seeking to ensure maximum participation of disadvantaged business enterprises, minority business enterprises, veteran-owned business enterprises, and other targeted business enterprises in contracting opportunities with the Authority.
- ✈ Promotes the Authority's airport to a wide variety of audiences, including employees, customers, other governmental entities and officials, regulatory agencies, the business and financial community, as well as the general public, by strong consensus-building and constituent management across a broad array of stakeholders.
- ✈ Leads in the formulation and execution of the Authority's communications strategy for the Airport.
- ✈ Represents the Authority in local, state and national forums; makes presentations before various advisory committees, legislative, regulatory and community groups; seeks the best interests of the Authority in negotiations with others to provide services; and takes action supportive to the Authority at all times.
- ✈ Monitors and interprets changes in laws and regulations related to aviation activities and functions; evaluates their impact upon Airport activities, and develops and implements policy and procedural changes as required; recommends changes to laws and ordinances and provides supporting testimony to the legislature and the City Council, as required.
- ✈ Contributes to the overall quality of the Authority's airport services by developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures.

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- ✈ Plans, organizes, administers, reviews and evaluates the activities of professional, technical, maintenance, and office support staff through subordinate managers and supervisors.
- ✈ Oversees the design, development and maintenance of on and off-airport lands and facilities; directs land acquisition, environmental, noise control, expansion and related functions and activities.
- ✈ Takes the lead in ensuring that all development surrounding the Airport is coordinated with and consistent with approved zoning uses and with the approved Airport Master Plan and Strategic Plan. Directs the conduct of analytical studies; develops and reviews reports of findings, alternatives and recommendations; directs the maintenance of accurate records and files.
- ✈ Directs the selection of staff and provides for their training and professional development; interprets regulations and Authority policies and procedures to employees.
- ✈ Prepares and directs the preparation of a variety of written correspondence, reports, procedures and other written materials.
- ✈ Uses standard office equipment, including a computer, in the course of the work; may drive a motor vehicle or make arrangements for appropriate transportation to and from various locations within and outside of the airport complex in order to attend meetings and conduct other airport business.
- ✈ Perform other duties as assigned.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle to feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell. The employee is occasionally required to sit. The employee must regularly lift and/or move more than 25 pounds. Specific vision abilities required by this job include vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

QUALIFICATIONS

- ✈ Four-year degree preferably in Airport Management, Business Administration or related field.
- ✈ At least seven (7) years of experience in senior airport management or equivalent in the aviation field.
- ✈ Through in-house training, must be able to qualify for the following: operation of ARFF

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equipment performance of airport related first aid, snow removal techniques, and operation of snow removal equipment.

- ✈ Demonstrated supervisory, management and administrative capabilities.
- ✈ Practical knowledge and experience in General Aviation and air carrier airport operations, to include familiarity with FAA Part 107 and Part 139.
- ✈ Must possess effective public communication and relations skills, and have excellent verbal and written communication skills.
- ✈ Must show leadership qualities in aiding and training of others.
- ✈ AAAE Certification, demonstrated ability to perform in challenging situations, and comparable airport and PPP environments, would be considered assets.

How to Apply:

Please fill out an application form and submit, in PDF format, a cover letter, resume and a minimum of three professional references using the following link:

www.afcoinc.com/individuals

Include in your submission responses to the following questions

1. What is your experience in identifying and growing revenue opportunities?
2. What has been your success in generating new aviation and non-aviation business at airports?
3. What unique experiences and/or personal skills do you think best prepare you to take on this assignment?
4. What is your experience working successfully at comparable assignments and in comparable environments?

The deadline for submission is **Friday, May 30th, 2014.**

EOE

DFWP

