

Steven Baldwin Associates

Invites Applications For

Airport Program Manager



Steven Baldwin Associates, Airport Management Consultants, seeks an airport/aviation industry professional for the position of **Airport Program Manager**. The contract position will be assigned to the **Syracuse Hancock International Airport** located in Syracuse, New York.





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invites applications for
Airport Program Manager

Steven Baldwin Associates, Airport Management Consultants, is conducting a confidential, national search and invites applications for the position of **Airport Program Manager**. The successful candidate will be assigned to the **Syracuse Hancock International Airport** (SYR) and report to the Airport's executive director. This contract position serves as the lead capital improvement program (CIP) executive.

The Syracuse Hancock International Airport is embarking upon an exciting multi-year construction program that will transform travel in the region. SYR has received award-winning accolades from the industry for the Airport and staff and, despite the pandemic, continues to experience passenger growth. Moreover, the Airport has established a record-setting 29 non-stop destinations, with service provided by all three major carriers and bolstered by new partnerships with low-cost carriers.



The selected candidate will be working with talented and experienced management staff and will work in conjunction with the executive director to ensure proper oversight of the CIP.

For more details on the Airport, the larger community, the opportunity, and the qualities desired in candidates, please see the information below.

The Airport

Syracuse Regional Airport Authority (SRAA) Mission Statement

SRAA operates SYR and its mission is to provide a safe, convenient, seamless passenger experience while enhancing economic opportunity, development, and growth in the region.

SRAA's vision is to be recognized as **"a best-in-class airport elevating the customer experience and exceeding stakeholder expectations while using innovative technology and optimizing the economic prosperity of the region we serve."**

To achieve this vision, they are committed to focusing on the following initiatives and strategic objectives:

Passenger Experience: Ongoing improvement of the passenger experience. Terminal enhancements will include the replacement of several old jet bridges, new security lanes to improve the screening process, and additional passenger amenities including the opening of a new business lounge.

Growth Development: Develop a comprehensive land development program that will create opportunities for business growth and employment.

New Landside Concept: Finalize the new landside concept which will include improved roadways, new parking infrastructure, a cell phone waiting area, and additional ground transportation services.

Redevelopments: Redevelop the south general aviation area and introduce new services, including self-fueling for the general aviation community.

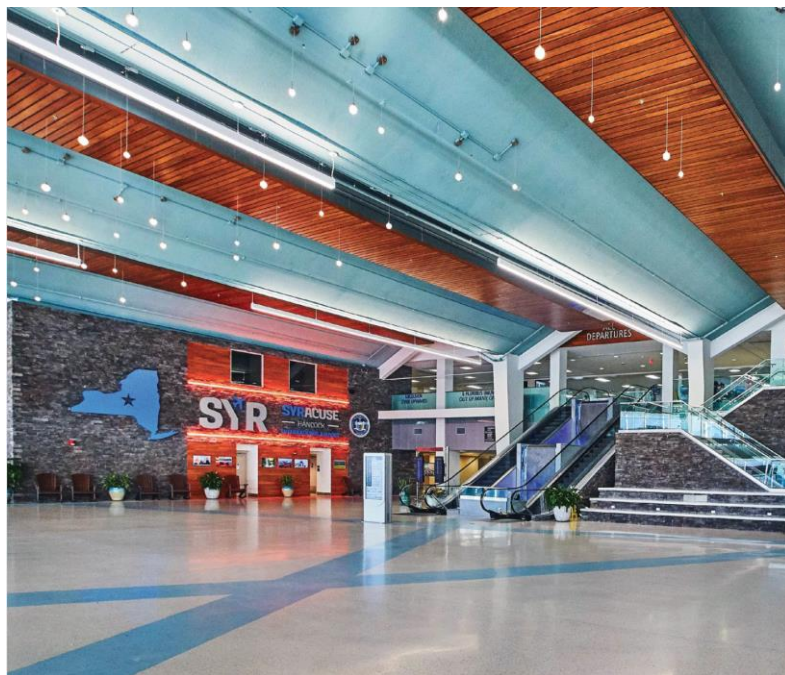
Concessions: Continue to refresh and expand the concessions offerings in the Airport with a focus on local concepts.

Sustainability: Implement the first phase of its sustainability efforts by recycling 100% of the glycol used in the deicing of aircraft.

With ongoing enhancements to the terminal building and public-use facilities, the Authority strives to maximize customer service and exceed customer expectations for SYR as a gateway to the central New York region and beyond.

General Information and Administration

The Syracuse Hancock International Airport serves as the first impression and economic engine for the central New York region. Major improvements were recently completed at SYR during an extensive facilities renovation. Over 13 months, the \$65M project employed more than 300 workers creating 14,500 square feet of new space with 400 tons of steel. As a result, the new interior and exterior materials and updated furnishings create a more modern, functional, and welcoming space for passengers. These significant enhancements have improved the passenger experience by streamlining travel within and outside the Airport and modernizing the facilities' overall aesthetics.



SYR is the largest commercial Airport in central New York and the 6th largest in the State. Growth has been fueled by an increase in destinations, particularly from low-cost carriers such as Allegiant, JetBlue, and Frontier. Enplanement numbers for 2021 reached nearly 841,000 and are projected to reach pre-pandemic passenger traffic of 1 million in 2022.

Air Service



Travelers may get to their destinations more quickly with SYR's 29 nonstop flights. The cities served include: Atlanta, Baltimore, Boston, Charlotte, Chicago - O'Hare, Dallas, Denver, Detroit Metro, Ft. Lauderdale, Ft. Myers, Las Vegas, Miami, Minneapolis-St. Paul, Myrtle Beach, Nashville, NYC Metro (LaGuardia, JFK, Newark), Orlando International and Orlando-Sanford, Philadelphia, Punta Gorda (FL), Raleigh-Durham, Sarasota-Bradenton, St. Petersburg-Clearwater, Tampa, and Washington, D.C. (National and Dulles). Much of the recent growth has come from partnerships with Frontier and Allegiant, as well as JetBlue, which complement the major carriers serving SYR: American, Delta, and United.

The Airport Authority

Policy and general oversight of the Airport are the responsibility of the Syracuse Regional Airport Authority Board (website: www.syrusraa.com). The Authority is a public benefit corporation and was established to operate the Airport and to foster the development of safe, secure, and efficient aviation services in Syracuse and the central New York region. The Authority is committed to fostering the development and prosperity of SYR through fiscal responsibility, regional marketing, and the creation of jobs in the aviation sector and related sectors. The Public Authorities Law of the State of New York was used to establish the Authority.

The Authority is composed of an 11-member body: seven appointed by the mayor of the City of Syracuse; one by the county executive of Onondaga County; one by the Town Board of the Town of Dewitt; one by the Board of Education of the East Syracuse Minoa School District; and one appointment is shared, on an alternating basis, by the Board of Education of the North Syracuse School District and the Town Boards of the towns of Salina, Cicero, and Clay. Members of the Authority serve in a volunteer capacity.

Airport Management

The Authority Board maintains policy and general oversight for SYR, and the Airport is managed and operated by an executive management team composed of the executive director; chief operations officer; chief financial officer; chief commercial officer; and director of human resources. 125 staff members run the daily operations of the Airport.

The Airport has an annual operating budget of \$40M and a current capital budget of \$50M. For further information about the Airport, visit the website at: www.syrairport.org where you can find the 2021 SRAA Annual Report as well as the latest news and media updates.

The Opportunity

The **Airport Program Manager** is responsible for an array of important activities including coordination and oversight of an approximately \$300M+ capital improvement program that consists of the redevelopment of landside and terminal facilities including landside access, parking, terminal expansion with additional hold room space, gate improvements, concessions, and other sizable ancillary projects.

This position serves as the lead program executive and reports to the Airport's executive director. The successful candidate will coordinate a variety of design and construction projects to maintain and improve the Airport's facilities and structures. The Airport Program Manager will set goals and objectives and supervise both direct and indirect staff (consultants) concerning the coordination of overall program needs, as well as capital program management, including close coordination with the CFO regarding project finance management. The individual will make independent decisions requiring technical discretion. The candidate must demonstrate a high level of initiative and will operate with latitude under minimum supervision in a team setting.

Essential Functions

- Serves as the technical advisor on matters related to CIP projects and Airport planning and development.
- Provides management and oversight for technical and professional tasks in the areas of: CIP program planning, budgeting, design, contract procurement, fiscal administration, construction management, coordination, quality assurance, and federal assistance programs.
- Responsible for overseeing, negotiating, administering, and managing professional service contracts and all airport construction project contracts in compliance with State and federal laws, rules, regulations, SRAA policy, and budgetary authority.
- Ability to lead, motivate, develop, and manage a team of professional and technical personnel.
- Provide sound independent judgment and discretion in determining optimal strategies for resource allocation to meet goals and objectives.
- Ability to analyze problems, project consequences, identify alternatives and implement timely and effective solutions.
- Effectively communicate technical and procedural requirements, and ability to establish, maintain and foster effective working relationships.
- Supervise, plan, coordinate, and assign projects and areas of program responsibility and monitor progress.
- Develop and maintain strategic client-stakeholder relationships to ensure sustained leadership and client satisfaction.

- Oversee multiple project teams, communicate with leadership and clients, and ensure clients' goals are reached.
- Possess a complete understanding of the Airport's business objectives, strategic direction, and requirements.

Knowledge, Skills, Abilities

- Experience related to the design and construction of airport infrastructure, taxiways, runways, facilities, terminals, hangars, parking structures, and airfield lighting.
- Proficiency with software to calculate cost/benefit analysis, cost estimation, schedule and track information, and technical proficiency with AutoCAD.
- Demonstrated ability to plan, coordinate, and analyze situations and make appropriate decisions.
- Proven ability to communicate effectively and professionally with other professionals, co-workers, Airport staff, tenant personnel, consultants, contractors, and the public.
- Strong understanding of FAA Orders and Advisory Circulars as they relate to Airport planning, design, and development.
- Strong work ethic and superior communication and interpersonal skills.

Minimum Requirements

- Bachelor's degree required in construction management, civil engineering, architecture, or a closely related field.
- Minimum of six (6) to eight (8) years of relevant aviation-related program management experience including planning, coordination, scheduling, cost controls, construction, and commissioning.
- Proven technical writing and communication skills.
- Five (5) years of project management experience.
- Five (5) years of supervision experience

Salary and Compensation

Salary and compensation shall be based on the qualifications and experience of the preferred candidate.

The Community

Syracuse, New York is home to a wealth of experiences, including dining, art, nature, and music, and boasts a vibrant culture and thriving industries. It's an excellent area to raise a family and explore a wide range of passions and interests.

Nestled in the middle of undulating hills, tranquil lakes and picturesque woodlands, Syracuse is a scenic treasure. Autumn's vibrant colors are made possible by the region's shifting seasons, while winter snows transform its gently rolling hills into the ideal playground for winter sports enthusiasts.



The region provides many high-quality services available in major metropolitan areas, a depth of educational opportunities, and a reasonable cost of living. Residents enjoy an abundance of natural resources including Onondaga Lake Park and the Erie Canal; cultural venues including The Landmark Theater, Everson Museum of Art, Syracuse Stage, and the Oncenter; and shopping at Destiny Mall. There are breweries, wineries, and festivals; historic landmarks related to the Underground Railroad and Women's Suffrage; and family-friendly destinations including the Museum of Science and Technology and The New York State Fair. Syracuse is also home to Syracuse University, a major research university, and Le Moyne College, a nationally recognized liberal arts college.

Syracuse is less than 20 minutes from attractive suburbs including Baldwinsville, Liverpool, Fayetteville, Manlius, and Cazenovia. Summers offer comfortably warm weather and a variety of outdoor recreation opportunities, and winters present a variety of options including skiing at Toggenburg Mountain, skating at Clinton Square Rink, or attending NCAA Division I basketball tournaments at the Carrier Dome.

For more information about the Syracuse area's many offerings, go to VisitSyracuse.com.

To Apply

To apply for this exciting opportunity, please submit a cover letter, résumé, three professional references, and a five-year salary history in **one** PDF document to Steven Baldwin Associates, at lbelt@baldwinllc.com. Within your cover letter please specifically address your experience and accomplishments in the areas of knowledge, skills and abilities.

Accepting applications through **November 21, 2022**

Selection timeframe: SBA's goal is to select the preferred candidate and have them report to duty as soon as practical.