

Organization: Ohio Aviation Association

Job Title: Executive Director

Job Description: Ohio Aviation Association (OAA), a statewide, non-profit, grass roots aviation advocacy organization, is seeking an Executive Director to serve as the principal authority for managing the day-to-day activities of OAA, a 501(c)(6) organization. Responsibilities include: work with the Board of Directors and members to secure public support, funding, and recognition of the Aviation industry in Ohio, throughout the state; understand the legislative process and the needs of the statewide airports community, carry-out day-to-day operations in the areas of advocacy, finance, membership, development, and communications, and supervises the work of any additional staffing and a contracted lobbyist; and manage the planning and execution of the OAA Annual Conference and OAA Annual Golf Outing. The successful candidate must also facilitate, coordinate, and maintain current relationships between the organization's membership and legislators of Ohio, and support forging new relationships with membership and legislators.

In-state travel is required. The successful candidate will be visionary, collaborative, well organized, and a self-starter with a skill set that lends itself to excellent public relations and communications. The candidate must be willing to work non-traditional hours. Knowledge of the legislative process, advocacy, and a working knowledge and/or experience in Airport Management and Aviation Sector a plus.

Education/Experience:

Bachelor's Degree in Public Administration, Business Administration, Aviation, or related field required. A minimum of three years working with public organizations, public boards, or other public entities required.

Compensation:

Executive Director will serve under a professional services contract with the Association in a value commensurate with experience and qualifications, but present budgeted compensation is approximately \$45,000 to \$55,000 per year.

Additional Details:

All questions should be directed to Ohio Aviation Search Committee Cochair (Elton Cultice) at 937.346.5690 or (Maria Benovic) at 440.465.5632

To Apply: To be considered, please provide a candidate or firm/team proposal package which contains at a minimum: cover letter, resume of the principal point of contact for our account (Not more than 2 pages), approach to the position including and approach to the delivery of services to match the budget (not more than 4 pages), and three (3) professional references by June 30, 2022 to:

Mr. Elton Cultice, President
Ohio Aviation Association Search Committee
1636 N Main St
Urbana, OH 43078
Or at: Elton.Cultice@ci.urbana.oh.us