



ORCAS ISLAND AIRPORT

26 August 2022

Employment Opportunity

The Port of Orcas is seeking a new Manager for the Orcas/Eastsound Airport. Come join a beautiful rural airport in the heart of a small town, and help us maintain a safe, clean, and functional community asset.

Applicants should...

- ... have experience and/or an education in airport management (we are open to hiring a recent graduate,)
- ... keep safety as the top priority,
- ... be capable of managing a >\$1 million budget,
- ... have experience in leading a small team of employees,
- ... be willing to work under the strategic direction of Port Commissioners,
- ... love creating and promoting new ideas for the airport,
- ... love getting your “hands dirty” with day-to-day operations,
- ... be articulate and comfortable in speaking to audiences,
- ... know how to use Microsoft Office Suite and other standard PC programs,
- ... know how to read and understand project plans, schedules , and specifications, and enjoy working with contractors on airport improvement projects,
- ... be able to work both independently as a manager - taking initiative- and also be able to collaborate with others involved with the airport,
- ... enjoy working with the public, pilots, regional airlines, emergency transport companies, the FAA, and commercial users of the airport, showing respect at all times for your customers,
- ... enjoy airplanes and helicopters and love watching them take off and land from the best office on the airport.

Things to know:

- A driver’s license is required (and a pilot’s license is a bonus!)
- You must live on or be willing to move to Orcas Island (which is a beautiful place to be), be able to work a standard 40/hours per week, and be readily available for airport urgencies.
- 90% of medical and dental insurance paid for.
- Paid holidays.
- Paid vacation and sick leave.
- Competitive salary to be based on experience, education, and skills.

The Port of Orcas is a Public Port Chartered in the State of Washington, and is an equal opportunity employer.

Please send your resume, cover letter, and 3 to 5 professional references with contact information to Port of Orcas, PO Box 53, Eastsound, WA, 98245 or orcasairport@rockisland.com.