



Job Posting

General Manager - Regina Flying Club

Leadership Position in Aviation in Saskatchewan

Company Profile:

The Regina Flying Club (RFC) is Canada's oldest continuously operating Flight Training School established in 1927. The RFC is incorporated as a Not-for-Profit member organization with 230 members. We are the only Flight Training School in Regina and the largest in southern Saskatchewan.

RFC desires to grow over the next 3 to 5 years, and position for long term sustainability, and as such requires a progressive and talented General Manager (GM) to achieve this growth. Our new GM will have demonstrated vision, strategy development, financial management and risk assessment plus track record of hiring and developing people.

Under the direction of the President and Board of Directors, the RFC has grown in the last four years and has a vision for growth. RFC is striving to be a major center of general aviation at the Regina Airport, and southern Saskatchewan. This is a unique opportunity to be a part of the historical RFC at a time of growth and transition, with an established board and an ambitious business plan.

Job Summary

The GM is responsible for leading the growth and prosperity of the Regina Flying Club by achieving its vision as directed from the Board of Directors. The GM will prepare the business strategies and oversee their implementation. The successful candidate is key to building our management team and will work well collaborating to manage the business aspects and flight operations of the Regina Flying Club. The GM is responsible for developing, in conjunction with management and the Board of Directors, an annual Business Plan to be approved by the Board and then operationalizes the plan to meet targets and goals.

As GM, you have demonstrated leadership and management skills and experience, or you are a successful manager ready for leadership and your next opportunity. You show initiative and can manage all aspects of a successful business including revenues and profitability, marketing, community and media relations, finance and accounting, staffing, and developing business relationships. You inspire a culture of safety, professionalism, and customer service. You will work closely with the Board of Directors and the President.

The successful candidate will understand leadership, people development, business development and have the skills to build collaboration within a small management team. An interest or experience in aviation is considered an asset however is not necessary. You will have an appreciation of the aviation industry and the importance of compliance with industry standards and regulatory requirements.

Job Duties and Responsibilities

- All aspects of overseeing the organization which includes staffing, financial performance, budgeting, planning, and growing the business
- The organization includes facility management, aircraft fleet management, FBO services, a Flight Training School and Light Charter Operations
- Develop and implements a financial plan and budget
- Cultivates the organization's culture of safety, professionalism and customer service
- Ensures office and operational policies and procedures are current, relevant, support the Business Plan and adhere to applicable laws and regulations
- Hires, develops and oversees employees and their performance

Qualifications and Skills

- Preference given to those with a degree in Business, Commerce or Management, or equivalent experience
- Demonstrated leadership and business development skills
- Demonstrated business performance acumen and management experience
- Strong analytical/ problem solving and project management skills
- Excellent verbal and written communication skills
- Collaborative with management and staff
- Conflict management and resolution skills; ability to encourage collaboration and resolve issues between staff, members, customers, and business partners
- Strong leadership background, ability to develop organizational capacity and leaders
- Financial analysis and financial reporting and budgeting strength
- Proven ability to see a vision and grow a business
- Marketing skills
- Decision making skills
- Understanding of governance and working with a board

Salary and Hours of Work:

- Salary and Benefits negotiable based on knowledge and experience
- Negotiable as a permanent full-time position
- Requires willingness to be flexible on hours given the business operates 7 days a week, and with some evening events and activities

This position reports to the President and will be available September 1, 2021.

Visit: www.reginaflyingclub.ca

Please provide covering letter and resume by August 13, 2021 to:

Michelle Seiferling
Chair, Governance Committee
Regina Flying Club
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