



**Knox Regional Development Alliance (KRDA)  
President and Chief Executive Officer  
Hardin County, Kentucky**

**1. Duties and Responsibilities:**

- Continuously identify strengths, weaknesses, opportunities, and threats (SWOT) to Fort Knox, KY, and the Greater Fort Knox Region and develop corresponding strategies to capture opportunities and mitigate risks
- Serve as KRDA's primary liaison with Senior Leadership/staff in higher military headquarters such as Department of Defense, Department of the Army, FORSCOM and TRADOC organizations
- Serve as KRDA's primary liaison with the Ft. Knox Senior Mission Commander, tenant MACOM Commanders and Fort Knox Garrison Commander
- Effectively translate and communicate the missions, activities, and terminology of events related to the Department of Defense (DoD), Department of the Army (DA), FORSCOM, TRADOC, IMCOM and Fort Knox into clear and actionable information for KRDA Executive Board and other organizations less familiar with military processes
- Collaborate with KRDA's associate Regional organizations (i.e. Chambers of Commerce; Development Authorities, Kentucky Commission on Military Affairs, USA Cares) to market the missions and strategic goals of both Fort Knox and KRDA
- Coordinate with contractors to establish or increase presence in the Greater Fort Knox Region
- Serve as KRDA's primary liaison with the offices of Congressional, State, and local elected officials and regularly communicate KRDA's goals, issues, and needs to those offices and the greater Fort Knox community
- Develop and execute marketing activities throughout the region, state and national level that ensures a robust, cohesive, and vibrant support posture for Fort Knox, Kentucky and KRDA
- Serve as KRDA's primary spokesperson with local civic organizations and the media. Regularly communicate KRDA goals and activities
- Coordinate and communicate with organizations similar to KRDA located at other military installations within the Commonwealth and elsewhere when appropriate and present recommendations to the Executive Committee
- Maintain relationships with other defense communities and professional organizations and attend conferences and professional development opportunities
- Develop appropriate policy recommendations for the Executive Committee

- Ensure KRDA business is conducted within existing by-laws and recommend by-law changes as necessary to KRDA Executive Committee
- Mentor and guide fellow KRDA staff members
- Develop annual work plans and budgets as a part of the planning and budgeting process
- Coordinate and attend military related events on and off post (i.e. retirement ceremonies, changes of command, AUSA and MOAA)
- Attend and participate in economic development and community events (i.e. Rotary and Chamber of Commerce meetings)
- Be an exceptional steward of KRDA resources
- Monitor financial reports
- Manage Investor relations; closely track investor donations and coordinate to ensure all continue to support and seek new investor opportunities for KRDA
- Keep Executive Committee and full board informed on all matters through regular updates and special updates as requested
- Develop and maintain the strategic plan and vision for KRDA and review and update quarterly
- Manage the KRDA 401(K) Plan
- Fully execute other duties as identified by the Executive Committee

## **2. Minimum Qualifications:**

- Retired Army general officer, senior executive service, senior colonel or nominative command sergeant major
- Strong leadership and interpersonal skills
- Strong communication skills – one to one, public speaking, writing
- Previous management / supervisory experience
- Familiarity with Fort Knox and its missions and the surrounding community
- Minimum Qualifications (continued)
- Service / Assignment at Fort Knox
- Familiarity with Army functional areas, the Pentagon and acquisitions
- College degree (master's degree preferred)
- Locate within a 90 minute drive of Fort Knox, KY

**3. Salary is negotiable based on experience and qualifications. A 401K plan is available.**

**4. Limited regional and national travel is required with some overnight stays.**