

**KENTUCKY HERITAGE COUNCIL
NOMINATIONS COMMITTEE**

**KENTUCKY HERITAGE COUNCIL
EXECUTIVE DIRECTOR AND STATE HISTORIC PRESERVATION OFFICER
JOB ANNOUNCEMENT**

The Kentucky Heritage Council, an agency of the Tourism, Arts & Heritage Cabinet, is seeking an executive director and State Historic Preservation Officer (SHPO) to administer Kentucky's State Historic Preservation Office. The Executive Director reports to a sixteen member Council, which is appointed by the Governor, and supervises a staff of professional historians, architectural historians, historic architects, archaeologists, and planners. As SHPO, the Executive Director manages the federal preservation program in Kentucky, including the National Register of Historic Places, Historic Preservation Tax Credits, Section 106 Environmental Review, Certified Local Governments and Preservation Grants-in-Aid. The Council office is located in the historic Swigert-Taylor-Bradley house in downtown Frankfort, Kentucky.

The Kentucky Heritage Council maintains award-winning preservation programs. The Council has consistently ranked among the top SHPOs in the country with regard to National Register listings, Main Street commercial revitalization activities, use of Transportation Enhancements grants, Preserve America city and county designations, rural preservation work, and public archaeological education programs. The Council's statewide mandate is to identify, preserve, and protect Kentucky's important historic and cultural resources. To help achieve this goal, the Council has an active Main Street Program, administers several state preservation commissions (African American, Native American, and Military Heritage), and has partnered with the University of Kentucky Department of Anthropology to administer the Kentucky Archaeological Survey. By working with other state and federal agencies, local communities, and interested citizens, the Council has built a greater awareness of Kentucky's past and encouraged the long-term preservation of Kentucky's significant historic and cultural resources.

The Council seeks an Executive Director to build on current program strengths and provide leadership to the Commonwealth on preservation issues. The Executive Director will have program management and decision-making authority encompassing policy, planning, budget, and supervisory responsibilities.

BACKGROUND AND SKILLS REQUIRED

- * Managerial experience, and strong leadership and supervisory skills
- * Experience working with other state and federal government agencies
- * Experience working with the media
- * Knowledge of cultural resource preservation laws
- * Experience preparing and working with governmental budgeting, fiscal management, and grants management procedures
- * Understanding of current issues and practices related to historic preservation, historic structures, cultural landscapes, and archaeological sites

- * Understanding of federal and state preservation laws, regulations, policies, and procedures
- * Ability to communicate effectively
- * Excellent writing and speaking skills
- * Ability to provide leadership and supervision to professional, technical, and support staff
- * Ability to establish and maintain working relationships with other state and federal agencies, legislators, the preservation community, and the general public
- * Ability to develop short and long range plans that meet established goals and contribute to overall Council goals

EDUCATION AND EXPERIENCE

This is a highly responsible, upper-level management position requiring a degree in historic preservation or a closely related field with 10 years of professional experience and five (5) years of experience in an administrative capacity. A graduate degree in historic preservation or a related field is desired. A combination of education, work experience, and supervisory responsibilities can be substituted.

The successful candidate must have a professional record of significant accomplishments in historic preservation. This candidate should demonstrate evidence of substantial administrative experience, extensive hands-on work related to historic preservation and archaeological resources, and a strong commitment to both historic preservation and serving the public.

SALARY & BENEFITS

Salary range is from \$65,000 to \$70,000. An excellent fringe benefits package includes health insurance, accrued annual leave, accrued annual sick leave, accrued annual comp leave, holidays, and retirement.

APPLICATION PROCESS

Interested persons should submit a cover letter, resume, three (3) current references with names and phone numbers, and a statement of historic preservation commitment and approach.

Applications shall be postmarked on or before the 28th day of October, 2011 and mailed to:

**Nominations Committee
c/o Stephen L. Collins, Chair
Hall-Taylor - PO Box 906
Taylorsville KY 40071**