



## **Position**

Executive Director, Hampton Roads Military and Federal Facilities Alliance

## **Background**

Hampton Roads' economic health is highly dependent on the Federal government, with the military in particular accounting for over 40% of the Region's economy. These Federal assets are distributed throughout the Region – and their impacts are felt in every locality.

The nation's defense posture and Federal budgets are dynamic and continually changing. A key to maintaining the health of our economy is constant vigilance, paying close attention to Federal needs and trends, proactively positioning the Region to influence, adapt and embrace these changes.

The Hampton Roads Military and Federal Facilities Alliance (HRMFFA) will help to preserve and expand Federal facilities, linking associated businesses and other similar assets in the cities and counties of Hampton Roads through the proactive development of relationships, data analysis and strategic planning and execution to be the national Region of choice for hosting Federal assets of every type.

## **Constituent Localities**

Chesapeake	Suffolk
Franklin	Virginia Beach
Hampton	Williamsburg
Newport News	Isle of Wight County
Norfolk	James City County
Poquoson	York County
Portsmouth	

## **Duties and Responsibilities**

Under the guidance and direction of the HRMFFA Board of Directors, the Executive Director shall accomplish the following duties and responsibilities:

- Serve as principal advisor to the Board of Directors on critical military and Federal facility matters.
- Manage Federal lobbying and consulting contracts for HRMFFA.
- Develop a long-range strategic plan to optimize the Federal presence in the Region. This plan will include likely future Federal budgets; needed Federal legislation; and clear actions that can be taken at the local, regional and Commonwealth level to optimize partnerships with current and future Federal facilities.

## **Goals**

- Enhance and expand existing relationships among the Hampton Roads elected leaders, business community, educational and academic institutions, federally operated or sponsored facilities, and the military to enhance their economic value to the region.
- Promote an understanding and appreciation at the Commonwealth level for Federal activities as a major economic driver.
- Continually shape and market regional attributes so as to be attractive to Federal installations and agencies of every type.

## **The Executive Director will possess the following attributes:**

- Knowledge of Federal budget process, Federal organizational structure and Congressional structure and functions.
- Understanding of Federal issues as they relate to Hampton Roads.
- Experience in successfully administering a significant Federal lobbying or consulting contract.
- Sufficient stature and background to inspire credibility within the Pentagon and other Federal agencies and Congress.
- Demonstrated ability and aptitude to professionally collaborate with elected officials at local, Commonwealth and Federal levels.

In addition, it would be desirable for the Executive Director to have existing relationships (Federal, Commonwealth and local) within the Region and an understanding of local government processes in Virginia.

## **Education & Experience**

Minimum of BS or BA degree from an accredited institution(s). Senior military and/or Federal Executive Service/senior Civil Service experience required.

## **Compensation**

Salary starting at \$175,000/year, 3 weeks PTO, medical and dental reimbursement, local mileage allowance, mobile phone allowance, 401(k) with employer match.

## **Point of Contact**

If interested in the position, please contact Craig Quigley Hampton Roads Military and Federal Facilities Alliance 757-419-1164 (Mobile) or [cquigley@hrmffa.org](mailto:cquigley@hrmffa.org)