

Kenneth R. Crawford

Cover Letter

City of Oklahoma City – Field Operations Supervisor (Athletics Supervisor)

Dear Hiring Committee,

I am pleased to submit my application for the Field Operations Supervisor (Athletics Supervisor) position with the City of Oklahoma City's Parks and Recreation Department. Throughout my career, I have been committed to public service, leadership, athletics administration, facility operations, and community development. My background combines military service, a 25-year Department of Defense leadership career, collegiate athletics administration, nonprofit executive leadership, statewide youth sports administration, and business intelligence experience.

I began my public service career in the United States Air Force and continued with a 25-year Department of Defense career at Tinker Air Force Base, culminating as Station Chief (Chief Officer). In that role I supervised personnel, directed training, coordinated emergency operations, managed inspections, prepared operational reports, ensured regulatory compliance, and promoted a culture of safety, teamwork, and accountability.

As Tournament Director at Seminole State College, I directed tournament operations while supporting athletics communications, website administration, livestream production, photography, graphic design, and sports information. I also coordinated planning and documentation for the Brian Crawford Memorial Sports Complex, developing project management systems using Microsoft Excel and AppSheet for contractor coordination, invoice tracking, and executive reporting.

As Executive Director of the Brian Crawford Memorial Foundation, I have led strategic planning, fundraising, volunteer management, athletic programming, and community partnerships. My service as Assistant Commissioner for Oklahoma American Legion Baseball and Assistant District Administrator for Oklahoma Little League Baseball & Softball further strengthened my experience in statewide athletics administration, tournament operations, scheduling, volunteer leadership, and organizational collaboration.

As Founder and Lead Research Analyst of the Oklahoma Youth Sports Research & Economic Impact Initiative, I developed one of Oklahoma's most comprehensive youth sports analytics platforms, producing executive dashboards, facility utilization studies, and economic impact analyses that support strategic planning and evidence-based decision making.

I believe successful athletics organizations combine exceptional customer service, well-maintained facilities, engaged employees, fiscal responsibility, and continuous improvement. I would welcome the opportunity to contribute my leadership experience, operational background, and passion for community recreation to the City of Oklahoma City. Thank you for your consideration. I look forward to discussing how I can contribute to your Parks and Recreation Department.

Respectfully,

Kenneth R. Crawford