**Knowledge Management Officer**

The KMO directs the KM section. KMOs ensure KM processes and procedures are understood within the unit. They demonstrate how these processes and procedures can improve efficiency and common understanding during training and enhance operational effectiveness.

The KMO is responsible for creating, facilitating, and managing a knowledge transfer system designed to harness emerging enemy and friendly TTPs at the tactical level. This is done primarily to gain a competitive advantage against a networked, adaptable enemy force through technological innovation and cultural engagement. The KMO assists in preparation of follow on forces, and closes gaps between doctrine and current operations. The KMO is responsible for the management, coordination, and implementation of the division’s primary command and control systems. The KMO facilitates and supports the CG’s personal initiatives through direct engagement, advice, correspondence, speech writing, and article production. Reports to the Chief of Staff.

Among the KMO’s duties:
- KM Training
- Content Management
- Portal Development
- COP Development
- Process Mapping
- Gap Analysis
- Metrics

The KMO is responsible for training not only the KM section, but also the KM representatives (KMRs) from various staff sections, and if necessary, from subordinate units. KMRs provide first line service for knowledge integration within the staff sections and units supported by the KM sections. They are also members of the KM Working Group, chaired by the KMO.

**Major Roles and Responsibilities**

- Emerging KM Trends
- KM Strategy
- KM Plan
- KM SOP
- KM Working Group
- Knowledge Networks
- Knowledge Transfer
- Knowledge Assessment

“Trained KM personnel can help develop solutions to close knowledge gaps.” AWC KM Brief, 2011