

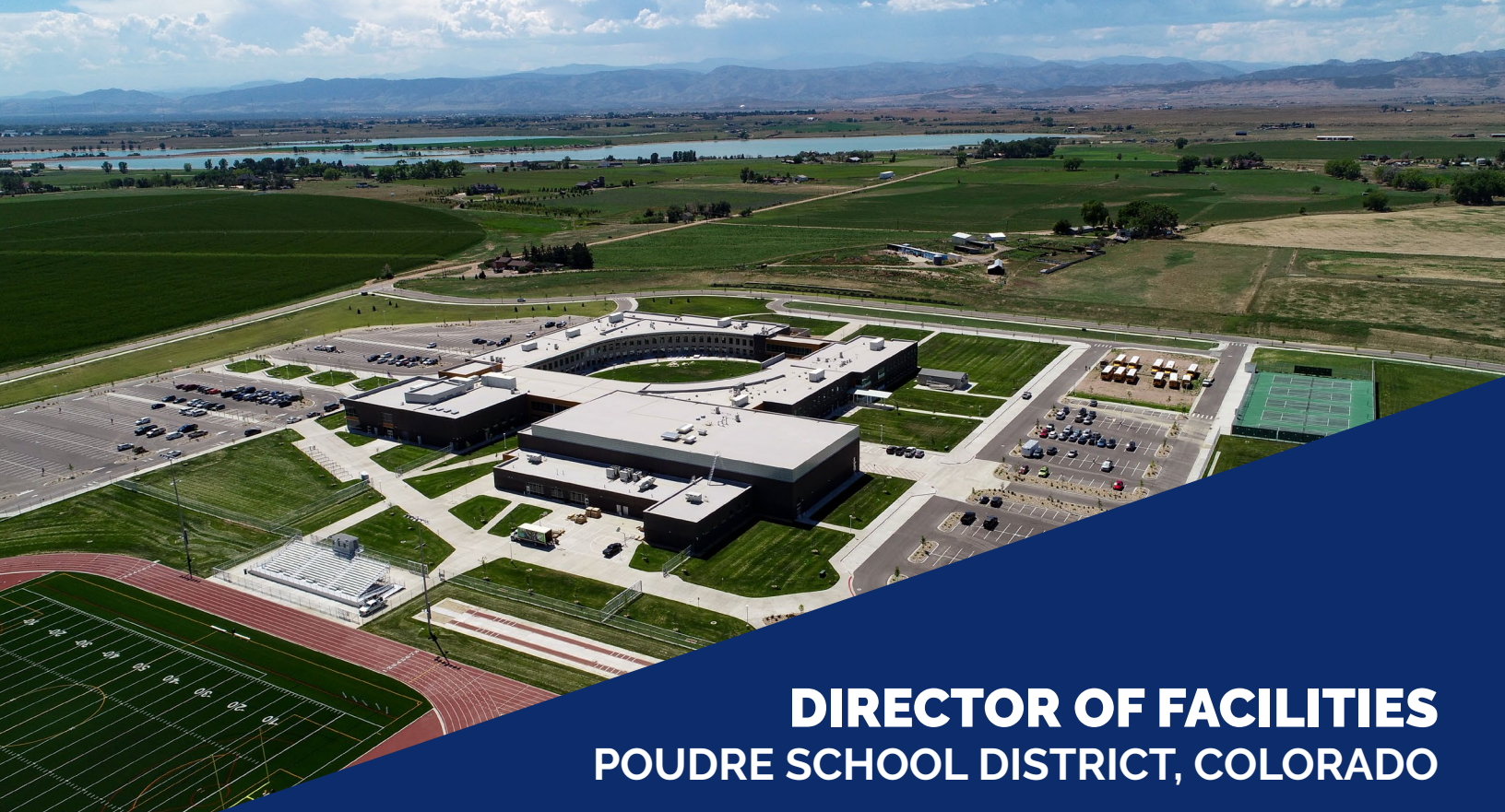


DIRECTOR OF FACILITIES

POUDRE SCHOOL DISTRICT, COLORADO



GovHR USA
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DIRECTOR OF FACILITIES POUDRE SCHOOL DISTRICT, COLORADO

POSITION IN BRIEF

GovHR USA is pleased to announce the recruitment and selection process for a Director of Facilities for Poudre School District in Northern Colorado. This brochure provides background information on the School District and its organization, as well as the requirements and expected qualifications for the position.

This is an exciting opportunity to join a progressive and dynamic leadership team dedicated to innovation, a data driven systems approach to decision-making and a passion for excellence in education.

The Facilities Director is appointed by and reports to the Chief Operating Officer. The Facilities Director has 9 direct reports.

This Facilities Director develops PSD's capacity through continuous improvement of:

- The Facilities Department: Oversight of a master planning process including planning for future construction
- Leadership, Technical Support, and Guidance: Oversight of bond and mill funds and their encumbrances in multiple projects at once.
- Systems: Oversight of facilities management software systems.

Poudre School District seeks a seasoned forward-thinking Facilities Director with the ability to think strategically, enhance operational efficiencies, communicate effectively and work collaboratively to set goals, resolve problems, and make decisions that enhance organizational efficiencies. The successful candidate will be responsible for the development and implementation of a District Engagement Strategy, implementing District priorities in the department, and overseeing and directing the work of the Facilities department through subordinates, using measures and data to make decisions.

The Director of Facilities will be expected to continuously demonstrate interpersonal skills, integrity, organization, creativity and strategic thinking that aligns with the vision and values of the District.



THE DISTRICT/COMMUNITY

PSD covers more than 1,800 square miles serving approximately 28,000 students and includes 55 schools and five charter schools. PSD is the ninth largest school district in Colorado, encompasses several communities including Fort Collins, Laporte, Timnath, Wellington, Red Feather, Livermore, Stove Prairie, and parts of Windsor and Loveland. According to the Niche.com annual list of the best places to live in the United States in 2022, Fort Collins was not only named the top place to live in the state but was also ranked among the top places to live in the country.



2022-23 SCHOOL YEAR: DATA, DEMOGRAPHICS AND PROFILES

STUDENT DEMOGRAPHICS

Asian: **2.7%**

Black/African American: **1.3%**

Hispanic/Latino: **19.5%**

Native American/Alaskan Native: **0.5%**

White: **71.8%**

Other minorities: **4.2%**



STUDENT DATA

Free/reduced lunch participation: **28%**

Special education: **9%**

Gifted and talented: **11.3%**

English language learners: **5.2%**



STAFF PROFILE

Classified: **1,853**

Administrators: **188**

Certified teachers: **1,566**

Certified other staff: **569**

Average teaching experience in PSD: **12.99 years**



THE ROLE OF THE DIRECTOR

The Director of Facilities responsibilities include the following:

- Assist in the planning for future construction including land acquisition, master site planning, and facilities design. Provide and maintain building life cycles, cost analysis, replacement schedules, educational guidelines, and technical specifications.
- Collaborate with internal and external stakeholders including the Board of Education, administrators, consultants, community members, regulatory agencies, and municipalities.
- Work with other administrators on facility planning needs, building condition assessments, educational programs, the District's sustainability management system, and annual reports.
- Ensure compliance with procurement procedures to ensure accurate and timely accounting in accordance with regulatory requirements and established District policies and guidelines.
- Work collaboratively with PSD departments for the selection of architects/engineers, design and bid processes for school construction and remodels.
- Facilitate and participate in meetings, workshops, and seminars with planners, architects, contractors, and others for the purpose of representing the school district on all matters of facility planning and construction.



Vision: Poudre School District exists to support and inspire every child to think, to learn, to care, and to graduate prepared to be successful in a changing world.

Mission: Educate...Every Child, Every Day

OPPORTUNITIES AND CHALLENGES

The Director of Facilities must possess strong interpersonal and collaboration skills with the ability to work closely with the Chief Operating Officer and district departments.

Some of these include:

- Manage multiple tasks with frequent interruptions and manage multiple priorities.
- Manage the planning, development, design, and implementation of large-scale construction and facility projects, including tracking schedules, resources, issues, due dates, tasks, and monitors project's expenditures against the budget.
- Recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and address unsafe conditions. Interpret life safety codes, ADA regulations, AIA documents, construction documents, and State, City, and local statutes and regulations.
- Knowledge of sustainable building design, construction strategies and practices including basic understanding of USGBC LEED certification criteria.
- Assess situations to determine the importance, urgency, and risks, and make clear decisions which are timely and in the best interests of the District.
- Set priorities, develop a work schedule, monitor progress towards goals, and track details, data, information, and activities.



CANDIDATE QUALIFICATION CRITERIA

Education and Related Work Experience:

- Bachelor's Degree in engineering, construction management, facilities planning and management, or related field required.
- Minimum seven years of experience in facilities management, preferably in the public sector. Facility planning, design standards development, and management experience required.
- Extensive experience in PK-12 school facility planning and project management strongly preferred.
- Minimum seven years of experience in senior management of a multi-level organization preferred.
- Equivalent combination of education and experience will be evaluated.

Licenses, Registrations or Certifications:

- Criminal background check required for hire.
- Valid Colorado driver's license.

COMPENSATION, BENEFITS, & HOW TO APPLY

The approximate starting salary is \$112,978 to \$145,177. Benefits include health insurance, dental insurance, life insurance, PERA retirement, paid time off, short and long-term disability, as well as other optional benefit elections.

[Click here for more benefits information.](#)

The recruitment for this position is being handled by GovHR USA. Candidates should apply at once with resume, cover letter and contact information for five work-related references to www.GovHRjobs.com to the attention of:

Beth Flores, Vice President, GovHR USA
Tel: 847-370-8317