Job Title: CHIEF OPERATIONS OFFICER

CHOOSE THE BEST
CHOOSE BCPS

POSITION GOAL

To provide all students with a physical learning environment that is safe, clean, attractive, and smooth functioning at minimal cost. To oversee the engineering design and construction of new facilities, or alterations of existing structures, and ensure that all new construction is in compliance with specifications and contract terms. To maintain all facilities in a condition of operating excellence by managing the maintenance and repair of buildings, grounds and equipment including custodial quality assurance, landscape operations and energy conservation services. To provide leadership to the departments of Transportation, Food and Nutrition Services, and Physical Plant Operations, Real Estate, and Procurement and Logistic Operators. To assist the Superintendent of Schools with special projects and assignments.

ESSENTIAL PERFORMANCE RESPONSIBILITIES

- Supervise staff as assigned in the performance of job duties.
- Work directly with the Superintendent of Schools, on the oversight of major operating systems and services, to leverage the effectiveness of resources, programs, and services throughout the District.
- Lead, challenge, and motivate staff by developing relationships that demonstrate the ability to work and communicate effectively and focus resources (both human and financial) toward the achievement of the District-identified goals.
- Identify innovative, best-in-class strategies for utilizing data, information, and research to drive performance improvements.
- Participate in all appropriate phases of the audit process and implement necessary corrective action(s) for audit recommendations.
- Assume responsibility for all division priorities and projects that assist in achieving the Board’s Strategic Plan and Goals.
- Communicate outcomes and develop partnerships by serving as a skilled facilitator and working collaboratively with District leadership, boards, education foundations and community to advance the District’s Strategic Plan.
- Manifest professional code of ethics and values.
- Evaluate and recommend facilities (capital needs) to accommodate present and future enrollment based on an analysis of statistics on pupil growth and population mobility.
- Oversee the property management services including acquiring, disposing, and leasing of real estate owned by the School Board.
- Work directly with the Superintendent of Schools, on the oversight of major operating systems and services, to leverage the effectiveness of resources, programs, and services throughout the District.
- Oversee annual planning and ongoing monitoring to ensure optimal level of resources for assigned departments, including financial, technical, and human, to deliver required services according to best practices while remaining within approved budget.
- Review and recommend changes to policies, procedures within assigned responsibilities.
- Review application of appropriations for budget conformance.
- Coordinate and supervise work performed by outside engineering, architectural and construction firms.
- Prepare and control annual departmental operation budgets and assist with capital needs budget.
- Keep informed of federal and state regulations and verify that all School District activities are in compliance.
- Direct the implementation of the Superintendent's goals and objectives and the District's comprehensive plan.
- Represent the Superintendent in a liaison capacity with the Superintendent's planning committees.
- Serve as the Superintendent's representative with business and industry groups

- Act as the District's liaison with colleges, universities and other organizations related to collaborative research, training and development, and other activities as they relate to facilities.

Please review the Job Description for all Performance Responsibilities

MINIMUM QUALIFICATIONS & EXPERIENCE

- An earned bachelor's degree from an accredited institution in business administration, public administration, construction management, engineering, architecture, or related field.
- A minimum of eight (8) years of progressively more responsible management experience in facilities planning, construction, and maintenance, including a minimum of five (5) years' experience in a K-20 environment, with an emphasis on strategic and long-term capital program planning.
- A minimum of five (5) years of increasingly responsible experience developing operational programs for school districts or large complex organizations and administering multi-departmental budgets.
- Demonstrated experience in identifying needs for new and existing school and ancillary facilities and coordinating capital improvement projects to accommodate present and future student enrollment.
- Ability to understand and oversee compliance with public school laws and Florida Department of Education (FDOE) Rules relative to facilities management, capital projects procurement and construction, and regulatory requirements governing educational facilities and properties.
- Knowledge of engineering, building construction, construction engineering, facility maintenance, and management of related fields.
- Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE

- An earned master's degree from an accredited institution in business administration, public administration, construction management, engineering, architecture, or related field.
- Registered Architect, Registered Engineer, or Licensed General Contractor with the State of Florida or must qualify for registration or licensure.
- Familiarity with Florida Building Code and State Requirements for Educational Facilities (SREF).
- Experience working with Program Managers Owner's Representatives (PMORs) and other consultants.
- Bilingual skills

SIGNIFICANT CONTACTS-frequency, contact, purpose

On a continuous basis, communicates and collaborates with Board members, Superintendent of Schools, all levels of school and District employees, and with local, regional, state, and national institutions, organizations, and agencies to ensure the effective design, construction, maintenance and operation for all facilities of The School Board of Broward County, Florida.

PHYSICAL REQUIREMENTS

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently as needed to move objects.

TERMS OF EMPLOYMENT

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

LINK TO JOB DESCRIPTION

To review the complete job description for this position, access the following website: https://www.browardschools.com/Page/36072 and search by Job Code. The Job Code for this position is: A-009.

Advertisement Window: 01/08/2026 - Open Until Filled
Work Calendar: 244 Day Cal
Classification: Exempt
Compensation:

Educational Support Management Association of Broward, INC. (ESMAB)
PAY BAND S - $123,485.00 - $224,395.00