

Job Title: CHIEF FACILITIES OFFICER



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 assist the Superintendent of Schools with special projects and assignments.

ESSENTIAL PERFORMANCE RESPONSIBILITIES

The Chief Facilities Officer shall carry out the essential performance responsibilities listed below:

- Supervise staff as assigned in the performance of job duties.
- 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 Chief Operations Officer, 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.
- Direct the engineering, designing, construction and maintenance of new and existing buildings and production facilities; supervise compliance with engineering specifications and State regulations.
- Inspect and study new properties leaseholds.
- Compile and maintain specifications and other factual information on facilities.
- Prepare cost estimates.
- Furnish advisory services on material handling equipment.
- Review application of appropriations for budget conformance.
- Establish plant engineering standards.
- Coordinate and supervise work performed by outside engineering, architectural and construction firms.
- Maintain progress charts and prepare reports on major work in progress within the department or under contract.
- 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.
- Provide technical council and expertise to related vocational programs.
- Coordinate for and with the Chief Operations Officer on the conceptualization, planning and implementation of organizational change and developmental efforts.
- Provide leadership for School District interaction with federal, state, and local programs, projects, and grants.
- Perform and promote all activities in compliance with the equal employment and non-discrimination policies of The School Board of Broward County, Florida.
- Participate in training programs offered to enhance the individual skills and proficiency related to the job responsibilities.
- Review current developments, literature and technical sources of information related to job responsibilities.

- Ensure adherence to safety rules and procedures.
- Follow federal and state laws, as well as School Board policies.
- Perform other duties as assigned by the immediate supervisor, or designee.

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.
- 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-007

LOCATION PREFERENCES/ADDITIONAL INFOR

Advertisement Window: 02/10/2026 - Open Until Filled

Work Calendar: 244 Day Cal

Pay Grade: BAND E

Classification: Exempt

Compensation

Hourly Rate - \$59.01 - \$106.50 per hour

Shift Differential (If applicable) - /

NOTE: New hires will be hired at the minimum of the assigned salary range