

M&P OCCUPATIONAL GUIDELINE

JOB FAMILY: FACILITIES MANAGEMENT Level H, Pay Grade 14

LEVEL DEFINITION	This level covers positions responsible for planning, managing and monitoring all matters relating to the use and development of land, space, or infrastructure utilities and providing strategic leadership in the development of business and operational plans for a large division of Building Operations.
TYPICAL RESPONSIBILITIES	May include: planning, managing and monitoring all matters relating to the use and development of land, space, or infrastructure utilities; providing strategic leadership in the development of business and operational plans for a large division of Building Operations; implementing planning initiatives for achieving community development objectives; developing policies, processes, land use and development controls to ensure adherence to the community plan; establishing, planning, recommending and administering regulatory procedures; ensuring planning, development and building legislation and regulations are used for buildings, facilities and utilities; resolving issues regarding permit processes; directing preparation and administration of budgets; facilitating resolution of complex infrastructure changes.
DECISION MAKING /LEVEL OF ACCOUNTABILITY	Recommendations and decisions ensure quality and safety of buildings.
SUPERVISION RECEIVED	Works under senior administrative and policy direction, within broad objectives.
SUPERVISION EXERCISED	Manages support staff and professionals, consultants and contractors.
MINIMUM QUALIFICATIONS	Undergraduate degree in a relevant discipline. Eligibility for membership in a professional Institute or Association. Minimum of nine years of related experience, or the equivalent combination of education and experience.