Facilities & Services (F&S) provides physical plant, operational, and essential services for sustaining an environment that fosters the research, teaching, and public engagement activities of the University of Illinois at Urbana-Champaign. The organization employs approximately 1,200 dedicated men and women serving in both Civil Service and Academic Professional positions. The F&S goal is to support the university's education, research, and outreach missions by improving the physical condition of the facilities and grounds, reducing energy consumption through education and use of alternative fuel sources, and increasing customer satisfaction by providing quality services in a responsive, reliable, and customer-focused manner.

Dedicated professionals are needed to meet the engineering demands of the University of Illinois at Urbana-Champaign campus. The Associate Director of Engineering Services position is responsible for oversight and management of the Facilities & Services Engineering Services unit within the Engineering & Construction Services (E&CS) Department. Included within the Engineering Services unit are the F&S Design Review, Commissioning & Inspection, Design Services, and Division of Responsibility (DoR) groups. The Engineering Services unit and this Associate Director position works extensively with campus stakeholders, other F&S units, as well as outside consultants and contractors on Capital and small construction projects to deliver the responsive, reliable, and highly-valued Engineering Services as needed by the University.

**Duties and Responsibilities:**
The Associate Director of Engineering Services position is responsible for the following: Support the Mission, Vision, Values, and Guiding Principles of Facilities & Services; Develop and manage programs, budgets, and personnel associated with the execution and delivery of Engineering Services projects, including Capital and small construction projects involving new construction, additions, remodeling, maintenance, and repair of facilities and infrastructure; Serve as the lead technical representative and Campus liaison for the Engineering Services unit in matters of design, quality, commissioning, inspection, and DoR responsibility of University facilities; Assist the Director of E&CS in establishing budgets, forecasting financial performance, and plan to control costs for the unit; Establish and maintain appropriate resource levels, operational efficiency, and quality of services to meet the needs of the University within established budget; Develop strategies that seek methods and procedures that improve recognizable quality and value of the unit to the University. Work with the Director of E&CS and staff to implement new methods and procedures; Direct staff allocation across the Engineering Services groups to achieve a balanced workload while matching skill sets with tasks; Ensure technical staff is well versed and trained in current building codes, Facility Standards, State and federal regulations, and energy codes. Prepare and coordinate training and education for the Engineering Services staff and work with Managers to ensure their employees maintain their professional registration, certifications and have the proper skill sets to adequately meet the needs of the University; Assess new technologies, equipment and systems for application within the Engineering Services unit; Responsible for ensuring the University’s Facilities Standards are maintained and updated to achieve the goal of “institutional quality” of assets that provide the University with the best possible life cycle benefit; Direct the DoR Coordinator in setting goals for completing asset maintenance responsibilities; Conduct staff performance evaluations and performance feedback throughout the year; Update Director of E&CS on activities and performance of Engineering Services staff and projects; Perform other tasks as assigned. Facilitate communication with all other F&S Departments as well as Campus stakeholders; Assist Capital Programs in strategic planning of building and campus infrastructure with respect to new construction, alterations, renovation, remodeling projects, as well as reviewing comprehensive project scope statements; Consistent with University of Illinois procurement policy, assign an Engineering Services staff member to serve as a committee member on Quality Based Selection (QBS) Professional Service Consultants (PSC) selection committees; Assist Capital Programs Project Management staff in interpreting Facility Standards, evaluating change orders, assisting with variance requests through technical review, and maintaining a data base of the performance of Professional Service Consultants (PSC) and contractors; Review and comment on Conceptualization and Feasibility Studies;
Support the Deferred Maintenance group in defining, scoping, and prioritizing potential deferred maintenance projects; and Support Associate Director of Sustainability by managing LEED compliance policy. This is a full-time, academic professional appointment.

**Minimum Qualifications:**

To qualify for this position, applicants must have the following: Bachelor’s or advanced degree in engineering, architectural, or related technical field, from an accredited institution; Minimum of ten (10) years of progressive, relevant experience in building construction field as an engineer or architect (prefer mechanical engineer); and Hold a current Professional Engineering, Structural Engineering, or Architectural license (prefer in the State of Illinois).

It is preferred that the applicant have the following: Mechanical Engineering degree; Demonstrated relevant professional management experience of architectural and/or engineering team(s), with five (5) years or more; Demonstrate experience with quality assurance reviews/programs; Advanced technical degrees in relevant field, or an advanced management degree, or progressing toward such advanced degrees (ex: Certified Educational Facilities Professional, Certified Energy Manager, Certified Commissioning Authority, Project Management Professional, Master in Business, etc.); LEED Accredited Professional Certification; Demonstrate good working knowledge of institutional higher education standards, codes and regulations and an understanding of the Illinois Procurement Act, Capital Development Board practices, as well as construction and labor industry standard practices; Demonstrate excellent verbal and written communication skills; Demonstrate ability to establish and maintain effective working relationships with multiple stakeholders including, F&S and campus staff, Professional Services Consultants, and contractors; Demonstrate knowledge of building codes and Standards (ex: IBC, IMC, NEC, NFPA Codes, ASHRAE Standards, and Research Laboratory Guidelines); Demonstrate knowledge of Professional Service Consultant Agreements and construction contracts; Demonstrate a working knowledge of Microsoft Office Products (ex: Word, Access, Excel, PowerPoint, Project, Visio, and Outlook); Demonstrate knowledge with Construction Industry tools (ex: AutoCAD MEP Suite, REVIT, Archibus, Asset Works, AiM, and SharePoint); and Demonstrate ability to function and promote work in a team environment.

This is a full-time, benefits eligible Academic Professional position. Anticipated start date is as soon as possible following the closing date. Salary is commensurate with qualifications.

Application Procedures: For full consideration, please create your candidate profile at [http://jobs.illinois.edu](http://jobs.illinois.edu) and upload your cover letter, resume, a copy of your college transcripts, copy of professional engineering, structural engineering, or Architectural license, and the names/contact information for three professional references March 16, 2018. Applicants may be interviewed before March 16, 2018; however no hiring decision will be made until after that date. For further information regarding application procedures, contact Nicole McCurry at nmccurry@illinois.edu.

The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer.

Illinois is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, or status as a qualified individual with a disability. Illinois welcomes individuals with diverse backgrounds, experiences, and ideas who embrace and value diversity and inclusivity. ([www.inclusiveillinois.illinois.edu](http://www.inclusiveillinois.illinois.edu)).