



Make working for
The City work for you.



Director, Facility Management

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

Reporting to the General Manager of Operational Services (OS), the Director of Facility Management provides oversight and leadership to several divisions focused on the operations and maintenance of The City's large facility portfolio. You will steward the Facility Management Services Line and collaborate with other departments to drive service success. As a member of the Operational Services Leadership Team, you will be expected to foster an inclusive leadership approach that promotes equity, diversity and inclusion, as well as psychological and physical safety. As a strategic decision-maker, you will possess political acumen and have experience in leading transformational change and enabling innovation. Primary responsibilities include:

- Represent Facility Management to gain approvals for strategic business initiatives and provide advice to Senior Management Team (SMT), Executive Leadership Team (ELT), Council committees, Council, the Mayor, outside organizations and other levels of government.
- Provide leadership to the Facility Management leadership team, by providing inspiration and vision to lead the two key transformational corporate initiatives: Corporate Coordinated Operations and Maintenance (CCOM), Integrated Civic Facility Planning (ICFP) and the evolution of the structure needed to support the Facilities Management service
- Employee safety performance, financial management, meet legal and regulatory compliance.
- Respond to customer and Councillor requests and inquiries on service issues.
- Lead consistent City culture with focus on safety and service delivery.
- Integrate and align with OS departmental and corporate direction and initiatives to support success of all City services by working collaboratively with peers, partners and elected officials.

Qualifications

- A degree in Business Administration, Asset Management, Economics, Facility Management or a related field. A Master of Business Administration (MBA) is considered an asset.
- At least 10 years of progressively responsible management experience in a complex organization, including experience with strategic business and budget planning, policy development, asset management and project management.
- Equivalent combinations of experience and education may be considered.
- Aligning with City corporate values, you will have demonstrated success in building, developing and leading strong teams, leading and managing change, developing and using metrics to improve organizational performance, deploying resources to achieve effective and efficient outcomes, and establishing and maintaining strong and positive working relationships with colleagues, clients, stakeholders, and/or elected officials.
- Experience and success in creating and executing a strategic vision and direction for a complex organization or division, ideally in a service-based environment is an asset.
- Public sector experience, particularly municipal government experience in a large, multi-union environment would be considered an asset.

Pre-employment Requirements

- Background checks, which may include a police information check, check of educational credentials, and a media check will be conducted.

Union: Exempt
Position Type: 1 Permanent
Compensation: Director Band 1 \$158,000 – 243,500 per annum (New Rates)
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: Facility Management
Location: 800 Macleod Trail SE
Days of Work: This position works a 5 day work week with 1 day off in a 3 week cycle.
Apply By: November 14, 2022
Job ID #: 306475

Apply online at www.calgary.ca/careers