

Launch Your Career

at the Center



of the Workplace!

So, what does a facility manager do?

Facility managers wear many hats on the job. Here are some of the most common functions:



- Plan interior spaces and coordinate architectural design projects.
- Organize work spaces for comfort and productivity.
- Build out space and arrange employee moves.
- Negotiate contracts and coordinate with vendors.
- Spearhead security functions, disaster planning and recovery.
- Oversee renovation projects to expand facilities or improve efficiency.
- Keep up with government, environmental, health and safety requirements.
- Continually monitor the facility so it is safe, secure and well maintained.
- Manage diverse real estate assets, some times in multiple locations.
- Prepare budgets, manage accounts and forecast expenses.
- Coordinate with Human Resources to address organizational changes.

Opportunities abound!

Facility management is a highly regarded, rapidly growing industry. This profession is a great springboard to management and offers both men and women tremendous opportunities to achieve, contribute and grow.



Facility Management

Change how a workplace works...

Ever think about what it takes to operate a large building – such as a high-rise, a sports arena or a college campus? Who decides how to organize a hospital's space? Or oversees the renovation of an airport? Who develops an office building's evacuation plans?

At the center of these activities, you'll find a facility manager (FM). If you're detail-oriented, able to multitask, focused and organized, this could be the career for you. Essentially, as a facility manager, you're one of the biggest change agents in an organization. You impact how and where people work.

Behind the scenes – but never boring



While much of the work is behind the scenes, facility management intertwines with the organization's core mission – and influences its bottom line.

Thrive on variety? Enjoy juggling multiple activities at once? In facility management, every day is a new adventure where you'll tackle interesting challenges while thinking on your feet.

Technology savvy? FM tools and systems are constantly evolving. Interact easily with others? Good at problem solving? Facility managers are both team players and strong leaders. You'll get involved in everything from operational details to big-picture strategic planning.





Where will you work?

You can choose the type of work environment that best suits your knowledge and interests. Examples:

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|----------------------|---------------------------------|
| Shopping centers | High-rise office buildings |
| Airports | Religious institutions |
| Historic buildings | Stadiums/athletic facilities |
| Universities | High-tech research centers |
| Museums | Hospitals/healthcare facilities |
| Manufacturing plants | Government buildings |



Move up fast and make good money.

Facility management is a well-paying career that offers rapid professional advancement. Highly qualified, energetic individuals with diverse skill sets are needed to manage today's complex, technology-driven facilities.

Compensation largely depends on the scope of one's job; the size, nature and location of facilities managed; and the number and level of employees supervised.

Starting salaries: Mid-\$40's – entry-level professional, relevant college degree

Annual salaries: Average \$85,000 – based on 2004 IFMA salary report

Top executives: Potential \$200,000-plus – in as few as 10 years, for FM graduates in key positions

What do you study?

Several universities offer undergraduate and/or graduate facility management degree programs. Alternatively, facility managers may enter the field with degrees in business administration, architecture, engineering, construction management, or environmental, interior or technical design.

Fast track to FM success: Recognized facility management degree programs

Increasingly, the best-qualified, fastest-rising and highest-paid FM professionals earn a degree in facility management from one of the dedicated undergraduate or graduate programs recognized by the International Facility Management Association (IFMA). Institutions offering these intensive programs include:



Undergraduate degree programs

- Brigham Young University – Provo, Utah
- Colorado State University – Pueblo, Colorado
- Cornell University – Ithaca, New York
- Ferris State University – Big Rapids, Michigan
- Wentworth Institute of Technology – Boston, Massachusetts

Graduate degree programs

- Cornell University – Ithaca, New York
- FHS KufsteinTirol Bildungs GmbH – Kufstein, Austria
- Georgia Institute of Technology – Atlanta, Georgia
- The Hong Kong Polytechnic University – Hung Hom, Kowloon, Hong Kong

More schools are being added. Find the most current information on recognized programs at www.ifma.org.

Bringing it all together: IFMA and IFMA Foundation

IFMA is the largest and most widely recognized professional association for facility management, connecting and supporting approximately 17,300 members in 52 countries worldwide.

The IFMA Foundation provides education, research and scholarships for the benefit of FM professionals and students.

Resources for launching your FM career

- Scholarships for students pursuing facility management careers are available through the IFMA Foundation, which funds and promotes education and research to advance the industry.
- IFMA also works with its 125 local chapters to help FM students obtain on-the-job experience through internships.
- JOBnet, IFMA's online job search engine, helps facility managers and employers find each other on an ongoing basis.

Ready for an exciting, unconventional, rewarding career? Learn more about becoming a facility manager.

Educational Resources:

IFMA
1-713-623-4362
E-mail: education@ifma.org
www.ifma.org

Scholarships:

IFMA Foundation
1-281-974-5600
E-mail: foundation@ifmafoundation.org
www.ifmafoundation.org



IFMA FOUNDATION
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