Classification Specification for Unclassified Service

Title: Sr Associate VP Campus Design & Planning

Pay Scale Group: 99

Description Summary

Reporting to the, provides strategic support leadership and direction for space management and documentation; campus-wide master, capital and space planning; project development, planning, design and engineering; and project management.

Characteristic Duties

Provide leadership and direction in the development of capital and non-capital program delivery by designing and managing efficient and effective processes to align all internal and external participants in the program and by leading a high-performing professional staff of architects, project managers, planners, engineers, interior designers and graphic designers.

Responsible for the ongoing identification of trends and emerging needs integrating professional tools and business practices.

Responsible for continued development of the management skills of direct reports.

Interacts with and builds good working relationships with senior-level administrators and department directors, faculty, deans and students.

Promotes good working relationships with planning, design and engineering professionals, construction contractors, community planning groups, and local city and state agencies. Responsible for the ongoing identification of trends and emerging needs integrating professional tools and business practices.

Responsible for continued development of the management skills of direct reports

Interacts with and builds good working relationships with senior-level administrators and department directors, faculty, deans and students.

Promotes good working relationships with planning, design and engineering professionals, construction contractors, community planning groups, and local city and state agencies.

Other related duties as assigned.

Minimum Qualifications

Master’s degree with eight (8) years’ experience -OR- Bachelor’s degree with ten (10) years’ experience -OR- Associate’s degree with twelve (12) years’ experience –OR- fourteen (14) years’ experience. Degree must be in a field of expertise and include at least three (3) years of supervision.