



# **DIRECTOR OF FACILITIES SERVICES**

Prince William County Public Schools, Virginia



# THE COMMUNITY

Prince William County is located in Northern Virginia, approximately 35 miles southwest of Washington, D.C. As the second most populous jurisdiction in Virginia at 482,204 persons (2020 U.S. Census), Prince Williams County has a rich cultural identity. Population growth is expected to rise steadily, supported by County services that promote high quality living standards, a generally stable and diverse labor force, and capacity to expand residential development. By 2040, the Metropolitan Washington Council of Governments projects the County's population will grow to 569,200.

Prince William's location in the Metropolitan Washington, D.C. area and the availability of excellent transportation in the region is a catalyst for growth in the County and continues to provide numerous economic advantages. Interstate 95 and U.S. Highway 1 connect the County with Washington, D. C. to the north and Richmond, Virginia to the south. Interstate 66 connects the western portion of the County with Washington, D.C. to the east and Interstate 81 to the west. The Route 234 Bypass links Interstate 66 in the west.

Prince William County is known for its rich history, scenic parks, and strong sense of community. Residents enjoy a variety of amenities, including numerous parks, recreational facilities, and historic sites. The county offers a range of activities and events, from sports leagues and fitness classes to cultural festivals and community gatherings.

Prince William County is home to several towns and neighborhoods, each with its own unique character. Areas like Woodbridge, Manassas, Gainesville, and Haymarket provide a blend of residential, commercial, and recreational opportunities. The county is also noted for its excellent schools, making it a popular choice for families.





# THE ORGANIZATION

Prince William County Public Schools (PWCS) is the second largest school division in Virginia and 32nd largest in the nation with a total enrollment of 89,525 students. PWCS is an efficient and well-managed organization of more than 12,000 employees, focusing on meeting the needs of its projected 92,105 students while managing 100 schools and centers. The authority of the Prince William County School Board derives from the statutes of Virginia and the regulations of the Virginia Board of Education. The School Board is charged with providing and operating Prince William County schools. The School Board's function is to set general school policy and, within the framework of State Board regulations, to ensure the proper administration of the County's school program. The Superintendent works closely with the Deputy Superintendent and Executive Cabinet members to oversee the day-to-day operations of the schools and support services. Principals and support department heads report to the Executive Cabinet for their respective areas.

PWCS programs, administration, staff, and students are often cited as positive models by regional, state, and national organizations. Three years in a row, Prince William County ranked among the Nation's 100 Best Communities for Young People by America's Promise Alliance and ING. "The Washington Post" High School Challenge ranks PWCS high schools among the top 9% in the nation.



## Vision



Every student will graduate on time with the knowledge, skills, and habits of mind necessary to create a thriving future for themselves and their community.

## Mission



- ◆ We serve as trusted partners in education with our students, families, and community.
- ◆ We prepare our students to be critical thinkers, responsible digital citizens, innovators and visionaries, resilient individuals, and global collaborators.
- ◆ We commit to inclusive practices and equity with an expectation of excellence.





## THE POSITION

Reporting to the Chief Operating Officer, the Director of Facilities Management provides strategic leadership and oversight for the development and implementation of a comprehensive facilities master plan, aligning with organizational goals and ensuring compliance with all relevant regulations. This role involves managing a \$125M+ operating budget and capital improvement plan, driving cost-effective resource utilization, and securing funding for key projects.

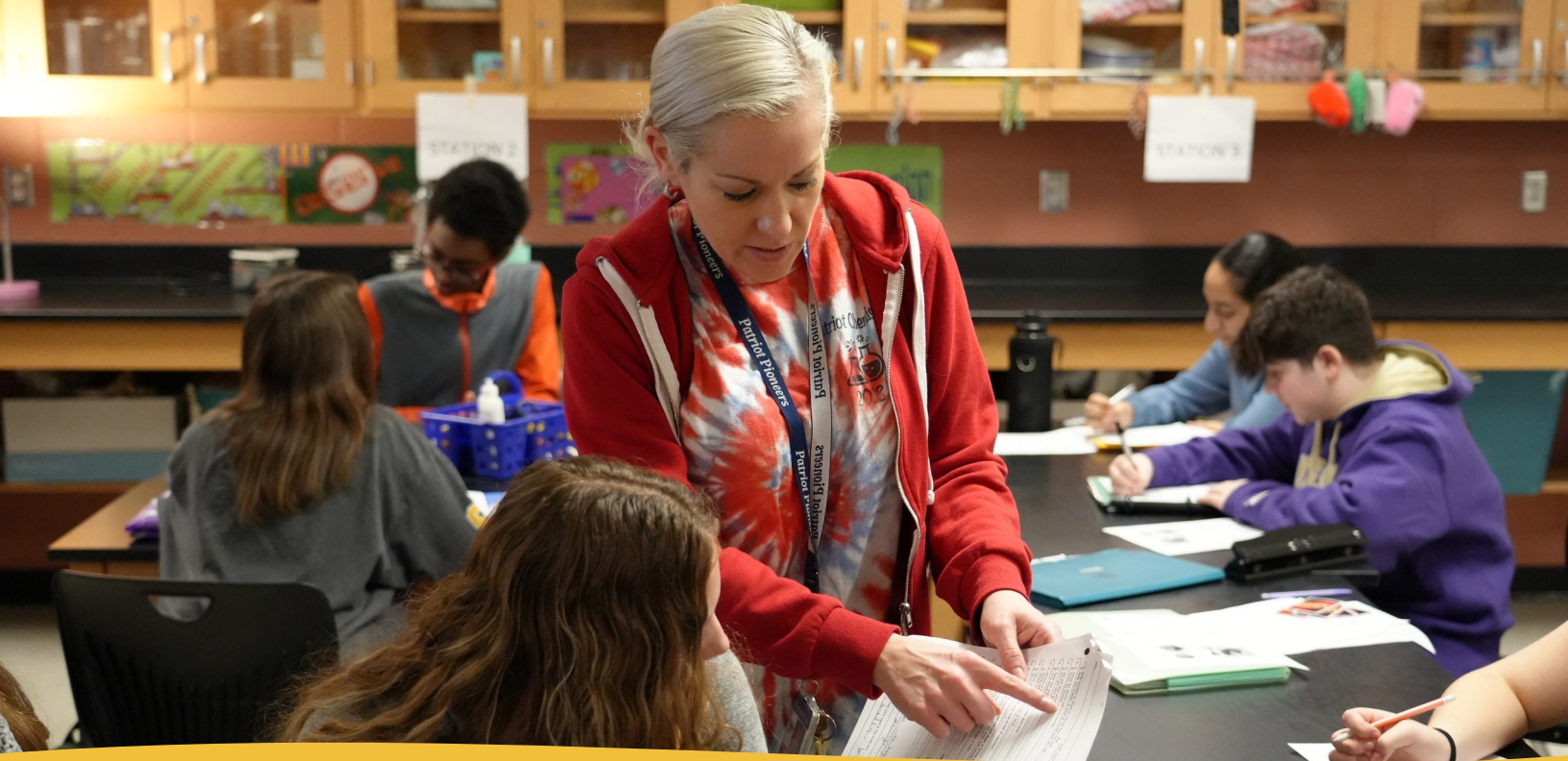
Leading a team of over 270 facilities professionals to include supervisors, administrative coordinators, foremen, crew chiefs, and technicians, the Director fosters a culture of excellence, adaptability, and continuous improvement, while overseeing all construction, renovation, and modernization projects to ensure timely and high-quality completion. Responsibilities also include managing vendor relationships, integrating advanced technology solutions, and promoting sustainability practices. Additionally, the Director ensures safety and compliance standards are met, addresses talent shortages through strategic initiatives, and manages real estate assessments and space management. Strong leadership and communication skills are essential in maintaining a positive and collaborative work environment.

Due to the nature and scope of this position, the employee will be required to commit to an irregular work schedule, which will include altering day hours as necessary and working weekends, evenings, and holidays. The position will be required to take after-hours emergency calls and will require extensive in-district travel.

[Click here to view the Facilities Department organizational chart.](#)







## DESIRED CABILITIES

**Leadership and Management.** The role provides strategic planning and aligning with organizational demands. This includes developing and implementing a comprehensive facilities master plan with both short- and long-term goals, objectives, and performance standards. The successful candidate will have strong leadership and management skills where strategies are identified and developed to achieve goals, with progress monitored and controlled according to pre-established performance standards. Leading a team of facilities professionals, the focus is on fostering a culture of excellence and continuous improvement. Compliance with all relevant policies, procedures, and laws at federal, state, School Board, and local levels is ensured. Change management initiatives are led to drive the transformation of the facilities department, with strategies developed and implemented to adopt new processes and technologies. A culture of adaptability and continuous improvement is fostered, with strong behavioral leadership demonstrated by modeling positive behaviors and setting clear expectations. An inclusive and collaborative work environment is promoted, encouraging professional development and continuous learning among team members. Effective communication skills are utilized to maintain a positive workplace culture, with a focus on relationship building.

**Budget and Financial Management.** The director manages an operating budget of approximately \$125M and a Capital Improvement Plan exceeding \$500M, ensuring the cost-effective use of resources. Proper accounting for regular expenditures, fixed assets, and capital projects across multiple funds and expenditure cycles is ensured. Annual operating and capital budgets are developed and monitored, with funding opportunities for facilities projects identified and secured. Procurement and contracting processes are managed effectively.

**Project Management.** The director oversees all construction, renovation, and modernization projects, ensuring they are completed on time, within budget, and to the highest standards. Coordination with architects, contractors, and other stakeholders is essential, along with conducting project evaluations.

**Vendor and Contract Management.** The director establishes and maintains relationships with external vendors and contractors, negotiating and managing contracts to ensure high-quality service delivery, and monitoring vendor performance and compliance.

Finally, technology integration is a key aspect, with the implementation of cutting-edge technology solutions to enhance facilities management. Data analytics are utilized to optimize operations and maintenance, and the integration of smart building technologies is overseen.



## EDUCATION AND EXPERIENCE

This position requires a bachelor's degree in engineering, architecture, facilities management, construction management, business or educational administration, or related field.

## COMPENSATION AND BENEFITS

The starting salary for this position will be \$134,978 - \$258,633. PWCS provides a comprehensive and competitive benefits package to benefits-eligible employees and their dependents including medical, dental, vision plans; flexible spending accounts, Virginia Retirement System; optional supplemental retirement program (403(b) and 457 plans); life and disability insurances; tuition reimbursement; and leave benefits. To learn more about benefits, visit [Employee Benefits - Prince William County Public Schools](#).

## APPLICATION PROCESS

Qualified candidates please submit your cover letter and resume online at

[www.governmentjobs.com/careers/bakertilly](http://www.governmentjobs.com/careers/bakertilly)

This position is open until filled; however, interested applicants are strongly encouraged to apply no later than December 3, 2024. For more information, please contact Yolanda Howze at [yolanda.howze@bakertilly.com](mailto:yolanda.howze@bakertilly.com) or 312-240-3401.

For more information about Prince William County Public Schools, visit [www.pwcs.edu](http://www.pwcs.edu).

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