



**BALL STATE  
UNIVERSITY**

**WE FLY**

**Position Profile**

**DIRECTOR OF FACILITIES ENGINEERING**

**September 2020**

**In partnership with Summit Search Solutions, Inc.**



# ABOUT BALL STATE UNIVERSITY

Founded in 1918, [Ball State](#) is a residential state university in Muncie, Indiana, a mid-sized Midwestern city one hour northeast of Indianapolis. A doctoral research university (Research Higher), Ball State serves approximately 21,000 undergraduate and graduate students each year in diverse academic programs, both on and off-campus. Ball State has a long history of service and collaboration, including immersive learning opportunities that allow students to apply classroom knowledge to solve real problems for businesses, government agencies, and nonprofit organizations. Muncie, Indiana, was listed among the “30 Best College Towns in America” in *24/7 Wall Street* (2019).

- Named one of the best universities in the Midwest by *The Princeton Review* for 15 years.
- Ranked among the top 7 percent of universities worldwide in 2019-2020, according to the Center for World University Rankings.
- Named No. 1 in the country in *College Magazine's* “Top 10 Campuses for Students with Physical Disabilities.”
- Listed among “Colleges Where Applications Are on the Rise” by *24/7 Wall St.* in 2018. In an analysis of 600 institutions, Ball State was No. 34, with applications up almost 73 percent in five years.
- Received a Higher Education Excellence in Diversity (HEED) Award from *Insight into Diversity* in 2016, 2017, and 2018.

To see more rankings and recognitions, [click here](#).

Respected organizations have repeatedly been impressed by Ball State’s academic programs, supportive environment, cutting-edge facilities and technology, investment in emerging media, and commitment to sustainability. Some highlights include:

- Ball State has built the largest ground-source geothermal system in the country. The system heats and cools buildings throughout the 790-acre campus, cutting the carbon footprint roughly in half and saving more than \$2 million a year in energy costs.
- Ball State is among only 26 schools in the country to make “The Princeton Review’s Green Honor Roll” announced in 2018. Schools on this list received a perfect score of 99, covering such issues as academics, construction, food sources, and recycling. Ball State is also in the organization’s 2018 “Guide to 399 Green Colleges.”
- New construction at Ball State is designed to meet LEED silver certification or better by the U.S. Green Building Council. LEED stands for Leadership in Energy and Environmental Design.
- The university typically achieves a STARS Gold and/or Silver rating from the Association for the Advancement of Sustainability in Higher Education (AASHE), which takes into account, among other factors, social responsibility, and an institution’s overall environmental stewardship.





# FACILITIES PLANNING AND MANAGEMENT

Facilities Planning and Management (FPM) provides timely, cost-effective quality facilities-related support to the Ball State University community. With over 300 employees, FPM designs, renovates, and builds flexible learning spaces that are conducive to innovative pedagogical models. The updated campus master plan aligns with FPM's mission, goals, strategic imperatives, and enduring commitments to environmental stewardship and inclusive excellence. FPM is a highly collaborative and forward-thinking department, with a high standard of quality and expected longevity for its facilities. Currently, there is nearly \$400M worth of construction activity underway, with additional funding in the pipeline.

Ball State's main campus is over 790-acres and includes 120 academic, administrative, auxiliary, and residential buildings valued at more than \$2B and totaling over 7.3M Gross Square Feet (GSF). The university also has just over 400 additional acres of property located near the main campus. The campus contains over 25 acres of parking lots, including three parking garages. Eleven residence hall complexes and two apartment communities comprise nearly 7,000 traditional beds and 520 apartment units.

Areas within Facilities Planning and Management:

- Engineering
- Systems Administration and Business Operations
- Motor Pool Operations
- Construction
- Planning
- Operations
- Building Services
- Landscape Services

## FPM's Mission

To provide safe, well maintained, highly functional, aesthetically pleasing and environmentally sustainable buildings and grounds which support the mission of Ball State University.

Ball State's 2015 Campus Master Plan guides the physical environment of the campus for the next 15 to 25 years and aligns the university's strategic, academic, and physical plant goals. [Click here to view the Campus Master Plan.](#)

To view the Facilities Planning and Management [organizational chart, click here.](#)



# THE OPPORTUNITY

## Director of Facilities Engineering

The Director of Facilities Engineering will join a highly collaborative and forward-thinking Facilities Planning and Management Department. The Department strives to be the benchmark of excellence for facilities engineering while being mindful stewards of the university's resources. A successful director will be a reliable and creative individual with a keen understanding of industry standards, trends, and best practices. will have a positive and can-do attitude and a common-sense approach to problem-solving.

The Director will develop assigned design projects from client contact and design development through construction drawings and specifications. The Director will provide construction management including all necessary mechanical, electrical, and plumbing aspects of the development and remodeling of all university facilities; compile, correlate, and maintain energy consumption data for all campus facilities; and provide recommendations for energy conservation.

### Reporting Relationships:

The Director of Facilities Engineering will report to the Associate Vice President (AVP) for Facilities Planning and Management. The Director will supervise two Facilities Engineers.

### Essential Responsibilities:

- Establish goals, objectives, and general direction for areas of responsibility. Participate in department staff meetings as a direct report to the AVP.
- Provide leadership and guidance to direct reports; lead efforts to train and develop each level of the staff.
- Direct and coordinate the mechanical, electrical, and plumbing development portions of all university construction projects. Create proposals for consulting services, interview, and make recommendations for hiring.
- Meet with university personnel to determine the scope of mechanical projects, perform comprehensive studies, and design development.
- Conduct studies of campus electrical, mechanical, and plumbing systems. Prepare long and short-term recommendations for preventative maintenance, repair, and rehabilitation schedules for university facilities.
- Provide input for budget requests; include any supporting narrative required.
- Provide engineering design support for construction projects, including drawings specifications and other descriptive data for the development and remodeling of university facilities and infrastructure, including mechanical, electrical, and plumbing systems.
- Review and consult regarding all environmental, architectural, and electrical portions of major projects prepared by the planning office and outside firms.
- Provide input on final inspections of all campus construction and remodeling projects as they relate to mechanical systems.
- Conduct inspections for compliance of campus buildings with OSHA, EPA, and code regulations.
- Prepare estimates for projects developed internally; coordinate these estimates with other departments as required.
- Maintain files, drawings, and specifications as they pertain to any new construction project, campus building, utilities, etc.
- Compile, correlate, and maintain energy consumption data for campus systems and structures; conduct audits and provide recommendations and economic justification for increasing energy efficiency.
- Assign and review work, orient and train staff, and make recommendations regarding job description, postings, interviewing and selection, performance appraisal, and discipline.

### Minimum Qualifications:

- Bachelor's degree in mechanical or electrical engineering or related field from an accredited college or university required.
- Five years (or more) experience in building engineering design.
- A Professional Engineer (PE) license or the ability to take the PE test within two years of hire.
- Knowledge of mechanical and electrical design, structural and architectural principles.
- Ability to complete professional quality construction drawings and specifications.
- Knowledge of EPA/OSHA regulations, fire and safety codes, and building codes as required.
- Ability to use CAD.

### Preferred Qualifications:

- Registration to practice in the state of Indiana or the ability to register through reciprocity.
- Supervisory experience.

### Why Consider the Opportunity?

- **Quality of Work/Life Balance:** The Director's job provides interesting and varied work, offers a reasonable work schedule, and has no travel requirements.
- **Beautiful Campus:** Ball State's campus is gorgeous and well maintained. With solid financial support, the deferred maintenance needs have been kept to a manageable level.
- **Positive Work Environment:** Employees enjoy an intellectually stimulating, friendly, and stable work environment.
- **Competitive Compensation and Benefits:** The university offers a very generous benefits package including low healthcare costs to employees; retirement plans; generous paid-time-off; and a tuition remission plan for the employee, spouse, and dependents. Review [benefits here](#).
- **Location:** Muncie offers a low cost of living with great housing options nearby. Muncie is a one-hour drive to Indianapolis, Indiana.

## PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately. For fullest consideration, candidate materials should be received by Tuesday, October 20, 2020. Click here to apply and be sure to include your resume and cover letter: <https://theapplicantmanager.com/jobs?pos=su193>.

### To make recommendations or for more information:

#### Stephanie Fowler

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#### Carrie Coward

President  
Summit Search Solutions, Inc.

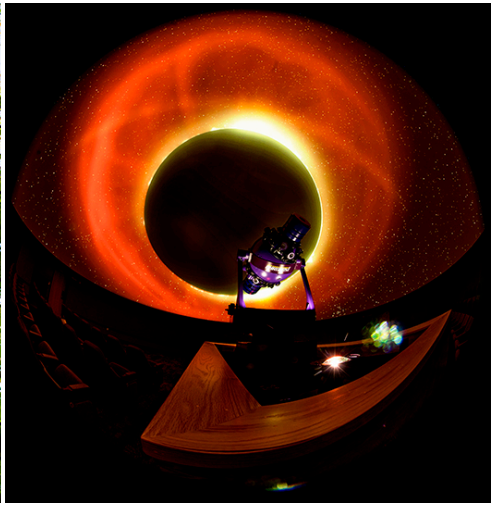
Direct: 828-669-3850

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Ball State University is an Equal Opportunity/Affirmative Action employer that is strongly and actively committed to diversity within its community. Women, minorities, individuals with disabilities, and protected veterans are strongly encouraged to apply. All qualified applicants will receive equal consideration for employment without regard to race, color, religion, sex, national origin, age, disability, protected veteran status, or any other legally protected status. If you have any questions about the University's Affirmative Action efforts, please contact the Employee Relations and Affirmative Action Office at 765-285-1822.



*[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Based in Asheville, NC, Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Kansas, New York, North Carolina, and Oregon.*



## MUNCIE, INDIANA

Ball State is located in [Muncie, Indiana](#), a mid-sized city 55 miles (one hour) northeast of downtown Indianapolis. Known as the birthplace of the Garfield comic strip as well as where Ball canning jars have been manufactured for many years, this city is rich in history and offers some of the most affordable low-cost housing in the country. In fact, according to [areavibes](#), residents of Muncie can expect the cost of living to be 26% lower than the national average, and the cost of housing is 52% lower than the national average.

Boasting a recently rejuvenated downtown, Muncie also has something for everyone within easy reach. With a number of restaurants and bars, retail shops, and entertainment venues, residents and visitors with any taste can enjoy this friendly Midwestern city. For entertainment, you can enjoy one of many museums, a [Center for the Arts](#), the symphony orchestra, and the famous [Muncie Civic Theatre](#). Founded in 1931, it is one of the oldest theaters in the country and offers theatrical performance, enrichment, and outreach.



For those who enjoy the great outdoors, the [Prairie Creek Reservoir](#) features a 1,252-acre stream-fed lake that is well stocked with a variety of game fish and offers activities such as pontoon and sail boating, fishing, swimming, and picnicking. The [Cardinal Greenway](#) spans almost 60 miles from Marion through Muncie to Richmond in east-central Indiana and is ideal for outdoor enthusiasts who enjoy running, walking, or biking.

Muncie is easily accessible by highways and charter flights from many locations, including the Indianapolis, Fort Wayne, and Dayton airports due to its location just off Interstate 69 in the heart of the Midwest.

POPULATION  
**68,625**  
ACCORDING TO THE MOST RECENT U.S.  
CENSUS DATA

**NO. 1**  
MOST AFFORDABLE  
COLLEGE TOWN  
ACCORDING TO REALTOR.COM

RECOGNIZED TWICE AS THE  
STATE'S  
**COMMUNITY OF  
THE YEAR**  
BY THE INDIANA CHAMBER OF  
COMMERCE

*To learn more about Muncie, Indiana:*

Muncie Visitors Bureau: <https://www.visitmuncie.org/>  
Downtown Muncie: <https://www.downtownmuncie.org/#welcome>  
City of Muncie: <http://www.cityofmuncie.com/>