

# **BUTLER** UNIVERSITY



## **POSITION PROFILE**

### **ASSOCIATE VICE PRESIDENT FOR FACILITY OPERATIONS/CHIEF FACILITIES OFFICER**

**JUNE 2025**

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Butler University is seeking a dynamic and visionary leader to join its team as the Associate Vice President for Facility Operations/Chief Facilities Officer. This senior-level position, reporting directly to the Executive Vice President and Chief Operations Officer, will provide strategic leadership for facilities operations and ensure alignment with the University's mission, values, and commitment to excellence.



# THE OPPORTUNITY

## Position Summary

Reporting to the Executive Vice President and Chief Operating Officer, the Associate Vice President for Facility Operations (AVP) will provide leadership and direction in a highly strategic and transparent manner that represents the values of Butler University. With an entrepreneurial mindset, the AVP will guide a talented team in all aspects of planning, design, and construction (including renovations), engineering, grounds, facility maintenance, building services, physical access and security for the entire Butler University Campus, which consists of 34 buildings (2.6 million square feet) situated on nearly 335 acres. Other responsibilities include assisting the EVP for Finance and Chief Operating Officer in evaluating real estate opportunities and acquisitions with an eye toward potential revenue opportunities, as well as preparing and presenting reports to Senior Leadership and the Board of Trustees.

## Responsibilities

- Work with Senior Leadership and the Board of Trustees to develop, evaluate, and implement the University's Master Plan with a strong environmental sustainability emphasis.
- Provide oversight and a strategic vision in leading the diverse workforce within the following departments: Planning/Design and Construction, Building Services, Maintenance Services, Engineering, and Administration.
- Prioritize, plan, and coordinate the University's deferred maintenance program, preparing an annual plan making best use of available fiscal and personnel resources, assuring completion of planned maintenance and repair actions, and documenting completed work and emerging maintenance requirements.
- Assist in advancing the ongoing [Butler Gateway Project](#) through fostering partnerships with the city of Indianapolis and private industries, collaborating with stakeholders in the construction of multiple venues, and effectively planning for the operational expansion required by this crucial initiative.
- Support and advocate for Butler's sustainability goals in partnership with the [Office of Sustainability](#) and utilizing Butler's Decarbonization Master Plan.
- Offer guidance to Senior Leadership and direct reports regarding execution of the annual operating budget, annual deferred maintenance budget, and major project budgets.
- Foster a positive and productive working environment with an emphasis on cross-divisional collaboration, communication, and customer satisfaction within the division and with University students, faculty, staff, and alumni.
- Develop and maintain open lines of communication and positive relationships with key city, community, and neighborhood leaders and external stakeholders regarding the University's planning, design, and construction initiatives.
- Provide leadership in workforce/career development, operational efficiencies, and budget development for all departments within the Facility Operations Division including Building Services; Maintenance Services; Planning, Design, and Construction; and Utilities. Ensure adherence to all University budget, financial, and procurement policies and guidelines.
- Perform other related duties as assigned by the EVP for Finance and Chief Operating Officer.



## Qualifications

- Bachelor's degree in engineering, architecture, business administration, or a related field from an accredited university. Master's degree preferred.
- Active engineering, architecture, facilities planning, facilities maintenance and/or CEFM licenses/certifications preferred.
- Multiple years of progressive supervisory and management experience in one or more of the following functional areas: Capital Project Planning and Delivery, Maintenance Services, and Building Services. Experience in higher education and Master Plan development preferred.
- Experience with the development and/or management of highly specialized facilities in the sciences, arts, athletics, and residential housing preferred.
- Relevant experience in strategic planning, budget planning and management, personnel management, and proven commitment to continuous quality improvement and environmental sustainability.
- Proven leadership, organizational, problem-solving, and consensus-building skills.
- Strong oral, written, and interpersonal communication skills and the ability to present complex concepts, written and verbal to all levels of administration as required.
- Demonstrated experience working directly within an organization's senior leadership including at the executive and board levels.





# BUTLER UNIVERSITY

## FACILITIES

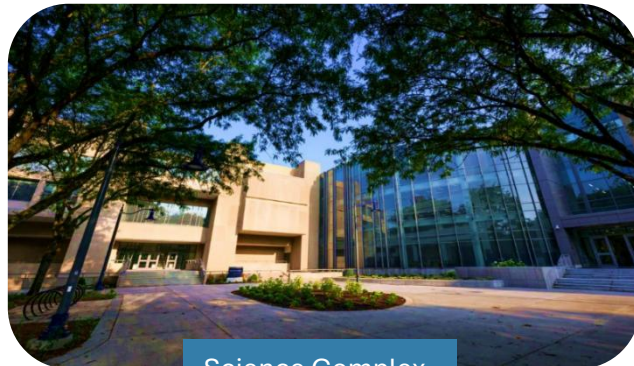
### *Preserving history. Building possibility.*

Butler's [Facilities department](#), within the Office of Operations, partners with members of the Butler community to provide high-quality, forward-thinking, and cost-effective planning, design, construction, project management, maintenance, custodial, grounds, event setup, and environmental health and safety services.

The Butler University campus consists of [34 buildings](#) (2.6 million square feet) situated on nearly 335 acres. LEED Gold is the minimum Butler standard for all new construction and major renovations, but the University's sustainability goals require moving beyond the minimum to achieve net zero emissions. Even small renovation projects on campus incorporate the [LEED sustainability concepts](#).

As of 2025, Butler has eight (8) LEED Gold buildings.

- College of Pharmacy & Health Sci. addition (2010)
- Schrott Center for the Arts (2013)
- Hinkle Fieldhouse - Administration Wing (2016)
- Athletic Annex (2017)
- Fairview Residence Hall (2017)
- Irvington Residence Hall (2018)
- Lacy School of Business (2019)
- Sciences Complex (2023)



Science Complex

Collaborating and utilizing the expertise of [Butler's Office of Sustainability](#) and driven by the University's Decarbonization Master Plan, primary environmental sustainability goals emphasize: net zero emissions by 2050 (and a 45% reduction by 2030), zero waste by 2030, and significant rewilding of campus grounds while reducing fertilizer and pesticide use.



## Butler News

**Clowes Memorial Hall Renovation and Expansion.** In December 2024, Butler University received a \$9 million grant from the Allen Whitehill Clowes Charitable Foundation to renovate and expand Clowes Memorial Hall. Renovations are scheduled to begin in June 2025 and will include multiple phases. A new, multi-purpose venue, the Allen Whitehill Clowes Ballroom, will also be constructed. These enhancements aim to transform Clowes Memorial Hall into a modern arts center and serve as the centerpiece of the University's Midtown Arts District – as part of its Gateway Project, Butler plans to establish the Midtown Arts District, featuring a new convention center and an outdoor plaza adjacent to Clowes Memorial Hall. These developments are designed to enhance cultural and community engagement on campus and in the surrounding Indianapolis area.



**Safety & Transit Hub.** Butler plans to develop a new Safety and Transit Hub that includes new parking spaces; a commuter hub servicing pedestrians and cyclists; and a new, expanded headquarters for Butler University Police Department (BUPD). This project is a testament to Butler's dedication to fostering a safer, more connected, and thriving community for generations to come.

**Innovative Academic Healthcare Center (IAHC).** Building on the rich legacy of Butler's highly successful healthcare programs, the University is in the early phases of designing a new facility to support its commitment to educating the next generation of healthcare leaders. Utilizing cutting-edge technology, the IAHC is envisioned as a center of collaboration, reimagining partnerships within the field and supporting programmatic growth in the health sciences. The center will advance Butler's mission through fostering community-mindedness, embracing innovation, and strengthening partnerships.

**Jay and Christie Kile Love University House.** Construction began in July 2024 on a new University House, funded by a \$4 million donation from alumni Jay and Christie Kile Love. Located across from the Residential College on Sunset Avenue, the house is expected to be completed by winter 2025. It will serve as a venue for fundraising and community events and as a residence for university presidents.



## Butler University Gateway

The [Gateway Project](#) is a shared vision to shape the University and campus with the purpose of enhancing lives and strengthening the community in dynamic new ways.

Over the past decade, Butler University has made significant investments in new and enhanced campus infrastructure projects including new residence halls and state-of-the-art academic facilities. These initiatives have greatly enhanced Butler's academic excellence and student experience while making space for the growth of new programs that serve a broader set of learners and enrich the Midtown Indianapolis community.

The Gateway Project represents the next iteration of the long-term vision for Butler's campus as a vibrant space where people can live, learn, work, and play. Through the successful completion of [the Butler Beyond strategic vision](#), these current and future projects have the potential to make a generational transformation of the Butler campus, neighborhood, and surrounding community by expanding access to arts, entertainment, athletic, and educational opportunities.



**BEST  
COLLEGES**

**U.S. News** & WORLD REPORT

REGIONAL UNIVERSITIES  
MIDWEST  
2025

# ABOUT BUTLER UNIVERSITY

*Being at the center of everything is the perfect place to do almost anything.*

A nationally recognized comprehensive university, Butler isn't afraid to push the boundaries by combining big university resources with a collaborative small school culture. Butler's reputation is grounded in the integration of the liberal arts with professional education in each of its seven colleges: Arts, Business, Communication, Education, Liberal Arts and Sciences, Pharmacy and Health Sciences, and Founder's College. Founded on ideals of equity and academic excellence, Butler University's mission is to create and foster a collaborative, stimulating intellectual learning environment and is inspired to boldly innovate and broadly educate, enriching communities and preparing all learners to lead meaningful lives.

Located in Indianapolis, Indiana, one of the largest and most dynamic cities in the Midwest, Butler students can plug right into the real-world through internships, co-ops, undergraduate research, public performances, and community partnerships. These experiences provide working knowledge and skills that students need to excel after college. In fact, 98% of Butler's graduates have a job or enter grad school within six months of graduation.

With over 5,000 students representing 46 states and 24 countries, Butler is a small university with a student/faculty ratio of 11:1 and small class sizes (average size of 22), ensuring personal engagement with professors who are always available to help. Because learners have different needs that may require different models of education, Butler is committed to embracing and supporting learners of all life stages and backgrounds by combining tradition with innovation.

## Accolades

2024 U.S. News and World Report Best Colleges Rankings:

**No. 1** Regional University–Midwest (7th consecutive year)

**No. 1** Most Innovative School–Midwest (10th consecutive year)

**No. 24** Study Abroad Opportunities–National

**No. 30** First-Year Experiences–National



# HOW TO APPLY



Confidential review of applications will begin immediately and continue until the position has been filled. Please apply online by submitting a PDF version of your resume/CV and a cover letter that addresses your interest and related qualifications and experience. For full consideration, individuals are encouraged to apply by **July 20<sup>th</sup>**.

## To apply online:

<https://theapplicantmanager.com/jobs?pos=su457>

For more information or to offer recommendations or nominations:



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Butler University is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive and equitable environment for all employees. We welcome applications from all individuals, regardless of age, gender, gender identity, sex, race, religion, color, disability, protected veteran status, sexual orientation, national origin, or any other legally protected category.



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





# INDIANAPOLIS, INDIANA

## *Something is Happening in Indy*

With over \$3 billion in tourism-related developments, and a record-breaking year (2024) for tourism, **Indy is trending as America's best mid-sized city.**

- From the Children's Museum of Indianapolis' 100th anniversary celebrations all year long to hosting the WNBA All-Star Game (July), Indianapolis offers something for everyone. Before an Indiana Pacers or Fever game, or a concert, visitors can enjoy the Morris Bicentennial Plaza, a \$30 million public gathering space complete with an outdoor seasonal basketball court (summer and spring), roller skating rink (fall), and ice-skating rink (winter). Have an exceptional meal, as Zagat recognized Indianapolis as one of the “most exciting food cities in America” or experience the “The Greatest Spectacle in Racing” any day of the year at the newly renovated IMS Museum with interactive, educational exhibits and experiences for race fans.
- With \$150 million in trail expansion and enhancements underway, Indy is becoming one of the most connected cities in the country. The Indianapolis Cultural Trail, now spanning 10 miles of fully wheelchair and scooter accessible pathways throughout downtown, it now connects to Indiana Avenue—Indy’s historically Black cultural district—via the Madam Walker Legacy Center, as well as the South Street corridor, linking to Lucas Oil Stadium. The Project for Public Spaces called this project one of the “biggest and boldest steps by any American city.”
- A major waterway revitalization effort has transformed downtown Indy into America’s Newest River City. Offering canoeing, kayaking, and paddleboarding—along with unique experiences like a full moon “guided paddle” or a “boats and brews” trip—this new waterway activation gives visitors a fresh way to explore the city.







**BUTLER**  
UNIVERSITY