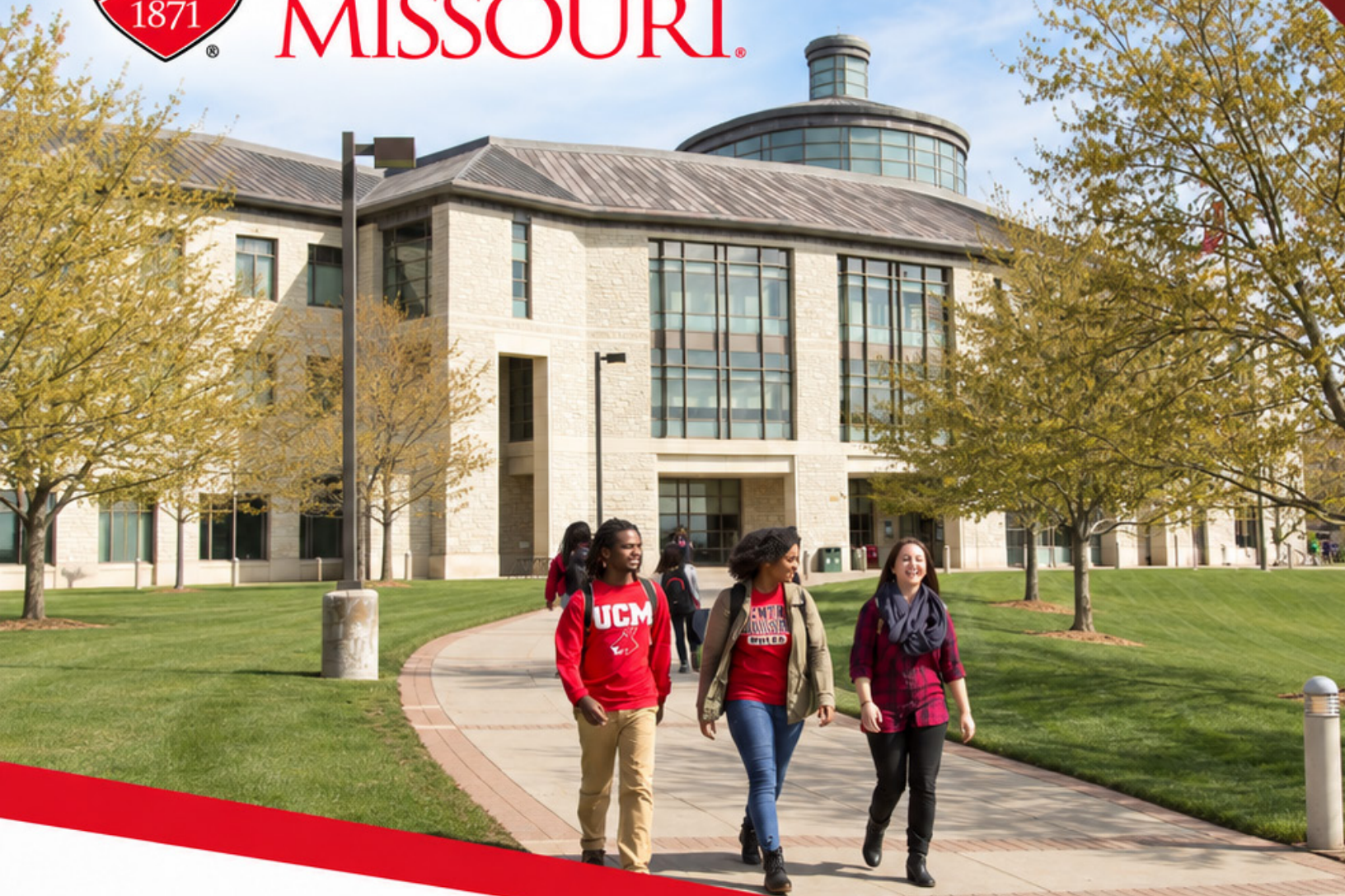




UNIVERSITY OF
**CENTRAL
MISSOURI.**



POSITION PROFILE

Associate Vice President for Capital Planning and Facilities

University of Central Missouri

WARRENSBURG, MISSOURI

About the Opportunity

The **University of Central Missouri** (UCM) invites applications and nominations for the position **Associate Vice President for Capital Planning and Facilities** (AVP), a senior leadership role responsible for shaping, maintaining, and advancing the physical environment that supports the University's academic, operational, and service mission.

This is an outstanding opportunity for an experienced facilities and capital planning professional to make a significant impact on the future of UCM's physical campus. The next AVP will have the opportunity to strengthen operations, develop and support a talented facilities organization, help guide major capital decisions, and ensure that the University's facilities remain safe, welcoming, functional, and positioned to support UCM's mission well into the future.

Reporting to the Vice President for Operations, the AVP provides executive leadership for UCM's Facilities and Planning Operations and serves as a key advisor to senior leadership on campus facilities, infrastructure, capital planning, construction, renovation, and maintenance. With responsibility for an organization of up to 200 facilities employees and an annual budget exceeding \$12 million, the AVP will lead a complex and highly visible portfolio that directly influences the daily experience of students, faculty, staff, and visitors.

A commitment to continuous improvement, operational effectiveness, responsiveness, and stewardship will be essential. The AVP will evaluate how facilities services are structured and delivered, identify opportunities to improve efficiency and service levels, and determine when outsourcing or alternative service models may best support the University. Equally important will be a visible and accessible leadership style—one that builds strong relationships with facilities employees and campus stakeholders and maintains a firsthand understanding of the condition, appearance, infrastructure, and evolving needs of the campus.

The successful candidate will bring both strategic perspective and a hands-on approach to facilities leadership. The AVP will work collaboratively with University leaders to assess and prioritize capital and maintenance needs, establish effective policies and procedures, and ensure that available resources are aligned with UCM's most important institutional priorities. This leader will oversee the planning and execution of campus projects while serving as the University's representative in coordinating the work of internal planning and facilities teams, contractors, vendors, and other external partners.



Responsibilities

- ❖ Provide executive leadership and oversight for Facilities and Planning Operations (FPO), including administrators responsible for campus facilities, planning, construction, maintenance, and related services.
- ❖ Represent and champion the needs of Facilities and Planning Operations as a member of the University's senior leadership structure.
- ❖ Partner with University leaders to identify, evaluate, and prioritize campus capital projects, deferred maintenance needs, and infrastructure investments.
- ❖ Lead continuous improvement efforts designed to deliver cost-effective, responsive, and high-quality facilities services.
- ❖ Oversee efforts to maintain campus beautification, cleanliness, building systems, infrastructure, and the overall physical condition of the University.
- ❖ Maintain a visible and accessible leadership presence with FPO employees and campus stakeholders, developing a firsthand understanding of facilities conditions and operational needs.
- ❖ Serve on University committees and initiatives requiring expertise related to space planning, facilities, construction, infrastructure, or campus operations.
- ❖ Work effectively within applicable memoranda of understanding and bargaining-unit requirements.
- ❖ Evaluate the organizational structure and service-delivery model for Facilities and Planning Operations, including opportunities for outsourcing when appropriate.
- ❖ Establish appropriate service levels, chargeback practices, and processes that promote timely and effective responses to campus service requests.
- ❖ Ensure compliance with applicable federal, state, and local facilities codes, regulations, legislation, and other requirements.
- ❖ Serve as an agent of the University in coordinating the work of internal facilities and planning teams, contractors, vendors, consultants, and other external partners.
- ❖ Support the development and implementation of policies and procedures related to capital planning, facilities maintenance, and campus operations.
- ❖ Perform additional capital planning, facilities-related, and University service responsibilities as assigned.



Knowledge, Skills & Abilities

- ❖ Expert knowledge of facilities planning, facilities management, design, and construction.
- ❖ Strong knowledge of capital planning principles and practices, project management, personnel management, and financial management.
- ❖ Demonstrated ability to provide leadership through influence and to collaborate effectively across multiple stakeholder groups.
- ❖ Excellent administrative, organizational, supervisory, and team leadership skills.
- ❖ Strong written and oral communication skills, including the ability to prepare and deliver executive-level briefings and presentations.
- ❖ Ability to build productive relationships with internal and external stakeholders, regulatory agencies, community partners, contractors, and vendors.
- ❖ Ability to respond effectively to questions, concerns, and complaints from a wide range of internal and external constituencies.
- ❖ Ability to read, analyze, and interpret technical publications, financial reports, legal documents, contracts, and related materials.
- ❖ Strong contract negotiation and vendor-management capabilities.
- ❖ Ability to define complex problems, gather and analyze relevant information, establish facts, evaluate alternatives, and draw sound conclusions.
- ❖ Ability to define complex problems, gather and analyze relevant information, establish facts, evaluate alternatives, and draw sound conclusions.
- ❖ Demonstrated ability to manage multiple priorities and make sound decisions in complex or ambiguous situations.
- ❖ Ability to use data and performance measures to evaluate operations, establish priorities, and drive continuous improvement.
- ❖ Proficiency with standard office technology, software, and equipment.



Qualifications

Education

- ❖ Bachelor's degree in Construction Management, Engineering, Architecture, Facilities Planning or Management, or a related field required.
- ❖ Advanced degree and/or relevant professional certifications in Engineering, Architecture, Management, or a related field preferred.

Experience

- ❖ Minimum of 10 years of progressively responsible experience in facilities management and capital planning.
- ❖ Demonstrated experience across multiple areas of facilities services, construction, capital planning, and administration.
- ❖ Minimum of six years of management and/or supervisory experience.
- ❖ Experience leading complex facilities operations, projects, teams, and organizational initiatives.

Licenses & Certifications

- ❖ Preferred professional certifications may include, but are not limited to:
 - Project Management Professional (PMP)
 - Professional Engineer (PE)
 - Certified Facility Manager (CFM)
 - Registered Architect (RA)



UCM

Associate Vice President for
Capital Planning and Facilities

University of Central Missouri

Founded in 1871, the [University of Central Missouri](#) (UCM) is a comprehensive public university with a longstanding commitment to educational access, applied learning, workforce preparation, and service to the state and region. Located primarily on a 1,561-acre campus in [Warrensburg, Missouri](#), approximately 50 miles southeast of Kansas City, UCM also maintains a presence in Lee's Summit and serves learners through online and extended-campus programs. Today, the University enrolls [approximately 10,000 students](#) and offer [more than 150 academic programs](#) across undergraduate, graduate, professional, and certificate levels.



UCM holds a distinctive position within Missouri's higher education landscape. As a public, comprehensive regional university offering master's-level programs, it is designated by the state as Missouri's institution for baccalaureate and master's degrees in professional applied science and technology. Accredited by the Higher Learning Commission, the University also maintains numerous specialized program accreditations. Its academic portfolio encompasses the arts and humanities, business, education, health and sciences, technology, and an extensive array of professional fields.

As an employer, UCM emphasizes a collaborative, welcoming, and service-oriented work environment in which faculty and staff share responsibility for student success and institutional excellence. The University describes open communication, mutual trust, respect, innovation, and a commitment to making a positive difference as important characteristics of its workplace culture. Employees also have access to a comprehensive benefits program, professional and educational development opportunities, campus wellness resources, and programs designed to support work-life integration.

UCM is also entering an important period of institutional planning and continued evolution. Its [2026–2031 Strategic Plan](#) centers on six institutional imperatives: learner access and achievement; applied learning; people and culture; partnerships and impact; operational innovation and excellence; and institutional identity. The plan reflects a University-wide commitment to adapting to change, strengthening organizational effectiveness, investing in its people, and ensuring that institutional resources and practices support UCM's mission.

At the heart of UCM is a commitment to creating opportunity and making an impact. The University's mission is to *"empower individuals to learn deeply, grow confidently, and navigate change with purpose,"* supported by institutional values of [respect, well-being, innovation, service, opportunity, and integrity](#). For staff and administrative leaders, UCM offers the opportunity to contribute to a university that values thoughtful stewardship, collaboration, continuous improvement, and the important role employees at every level play in advancing the institution and serving its students, communities, and region.



UCM

Associate Vice President for
Capital Planning and Facilities

Mission and Vision

UNIVERSITY MISSION

We empower individuals to learn deeply, grow confidently, and navigate change with purpose.

STATEWIDE MISSION

The University of Central Missouri is a public, master's level, comprehensive regional university and is designated as the state's baccalaureate and master's degree-granting institution in professional applied science and technology.

OUR VISION

Where curiosity enables every learner to impact the world.

OUR VALUES

Respect: Reflects how UCM builds a welcoming environment where each individual feels supported, included, and part of something larger than themselves.

Well-being: Emphasizes creating an environment where people feel safe and healthy – being able to learn, work, and engage while supported in both their physical and mental well-being.

Innovation: Reflects UCM's ability to evolve, experiment, and adapt — remaining future-ready in teaching, programs, technology, and institutional practices.

Service: Highlights UCM's commitment to serving others — in the classroom, in the region, and in society — contributing and making a meaningful difference to others through action.

Opportunity: Reflects how UCM opens doors — creating pathways, removing barriers, and supporting personal, academic, and professional success.

Integrity: Represents upholding ethical behavior, honoring commitments, and creating trust in relationships and decisions.



Salary & Benefits

This is a full-time, exempt staff position at the University of Central Missouri in Warrensburg, MO, with an annual salary of \$130,000.

Our faculty and staff are the university's most valuable asset, and our goal is to provide a robust Total Rewards Program designed to help them maintain a happy, healthy, and productive lifestyle.

Highlights from UCM's total rewards package for full-time employees include:

- **Retirement:** University-paid defined retirement contribution of 32% for staff through the applicable state retirement program. Employees may also participate in voluntary 403(b) and 457(b) tax-sheltered annuity programs.
- **Tuition Benefits:** Employees may receive up to full tuition for 15 credit hours per academic year for themselves, as well as tuition benefits for eligible dependents. Full-time employees are also eligible for up to \$175 toward non-credit courses each fiscal year.
- **Health Coverage:** Comprehensive medical, dental, prescription drug, and vision coverage beginning on the first day of the month following the employee's date of hire. UCM pays 100% of the basic dental and vision premiums for full-time employees.
- **Flexible Spending Accounts:** Health Care and Dependent Care Flexible Spending Account options are available.
- **Life and Disability Insurance:** University-paid basic life insurance and accidental death and dismemberment coverage, along with short- and long-term disability benefits.
- **Paid Time Off:** Generous leave accruals beginning on the employee's start date, along with 14 paid holidays per year. Additional leave programs include sick, personal, bereavement, family medical, and other eligible leave.
- **Child Care:** The UCM Childcare Center on the Warrensburg campus provides care for children from six weeks through age 10, subject to availability and program requirements.
- **Recreation and Wellness:** Employees receive complimentary access to the Student Recreation and Wellness Center on the Warrensburg campus.
- **Employee Assistance Program:** Confidential assistance and support resources are available to employees and their immediate family members.
- **Employee Discounts:** UCM employees have access to an employee discount program through Working Advantage, along with other available employee discounts and programs.

To learn more about the wonderful benefits available as a University of Central Missouri employee, visit our [benefits page](#)!

Application Process

How to Apply:

To apply, please submit your application materials through the GA&A website:

[CLICK HERE](#)

Application materials should include:

- ▶ A letter of interest
- ▶ A current resume/curriculum vitae

Submission of application materials as PDF attachments is strongly encouraged.

The search will be conducted with a commitment to confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made.

The University of Central Missouri actively follows a policy of nondiscrimination in regard to age, race, color, religion, sex, sexual orientation, gender identity or expression, marital status, pregnancy or parental status, national origin, veteran status, genetic information, disability, and all other legally protected classes. This policy applies to educational programs and activities including athletics, instruction, grading, the awarding of student financial aid, recruitment, admission, employment, housing, placement and retention of students, faculty and staff. The university complies with applicable federal and state laws and regulations related to discrimination.

**Greenwood
Asher &
Associates®**

Greenwood Asher & Associates (GA&A) is assisting the University of Central Missouri in this search.

Applications and nominations are now being accepted.

Inquiries and nominations should be directed to:

Lili Rodríguez, PhD

Vice President & Managing Principal

lilirodriguez@greenwoodsearch.com

&

LeAnna Rice, MA

Senior Executive Search Consultant

leannarice@greenwoodsearch.com



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