



MURRAY STATE
UNIVERSITY

POSITION PROFILE

Assistant Vice President of Facilities Management

We are Racers.



The Opportunity

Murray State University seeks an accomplished and collaborative facilities leader to serve as its next Assistant Vice President of Facilities Management (AVP). Reporting to the Vice President for Finance and Administrative Services, the AVP will provide strategic and operational leadership for a comprehensive facilities management organization responsible for the planning, development, operation, maintenance, safety, and stewardship of the University's physical assets.

The AVP will lead a department of approximately 65 employees and oversee an annual operating budget of approximately \$13.5 million. The portfolio includes roughly \$10 million in annual renovation activity across more than 200 projects, as well as major design and construction initiatives that may approach \$100 million. The role also includes responsibility for third-party contracts supporting custodial and grounds services.



Serving as the University's senior facilities management officer, the AVP will provide direction across building and equipment maintenance, environmental safety and health, facilities finance and administration, grounds maintenance and building services, facilities design and construction, utilities, custodial services, recycling, space administration, and capital planning. The scope extends beyond the main campus to auxiliary enterprises, the Breathitt Veterinary Center, regional campus sites in Hopkinsville and Paducah, and Hancock Biological Station.

This is an opportunity for a forward-thinking leader to shape both the daily performance and long-term development of Murray State's physical environment. The successful candidate will help maintain and advance the campus master plan, guide the University's biennial capital budget process, develop policies and procedures for facilities and utilities management, and ensure compliance with applicable building codes, safety standards, and local, state, and federal regulations.

The AVP will also play an important role in advancing campus sustainability, particularly through energy efficiency and the sustainable design, construction, and operation of University facilities. The position requires an effective communicator who can build productive relationships across the campus community and coordinate closely with architects, engineers, contractors, government officials, legislative committees, and the Board of Regents.

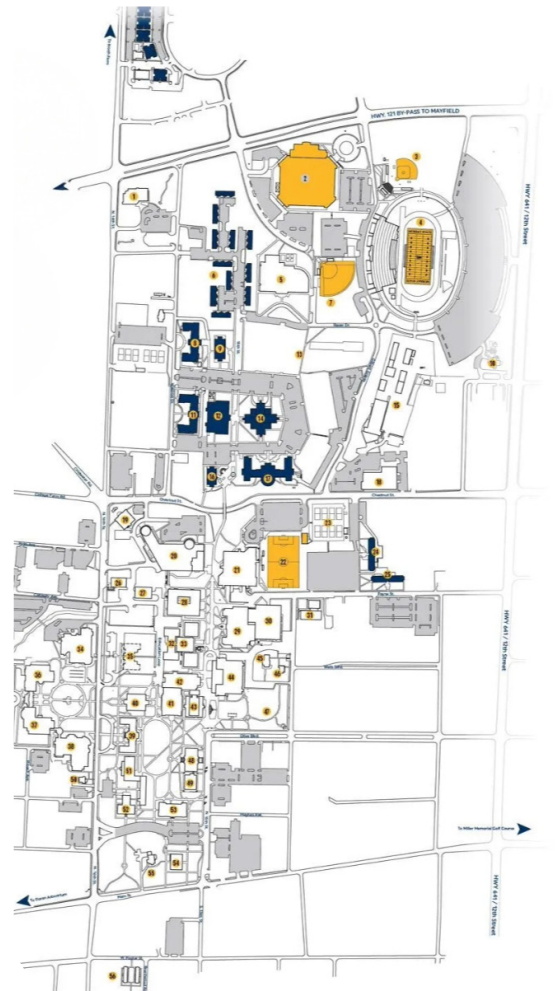
About Facilities Management

Facilities Management plays an essential role in sustaining the distinctive campus environment that supports Murray State University's academic mission, residential experience, research activities, athletics, and engagement with the broader region. Through its stewardship of the University's buildings, grounds, utilities, infrastructure, and capital assets, the department helps ensure that Murray State's physical environment remains safe, welcoming, efficient, and responsive to the evolving needs of students, faculty, staff, and visitors.

The University is experiencing a significant period of campus investment and renewal. Current initiatives include the development of Jackson Hall for Nursing and Health Sciences, a new Learning Commons and Residence Hall, and an approximately 88,000-square-foot Veterinary Sciences Building, along with substantial renovations and infrastructure improvements across academic, administrative, athletic, wellness, and historic facilities. Together, these efforts reflect Murray State's commitment to academic innovation, student success, workforce development, and the long-term vitality of the campus.

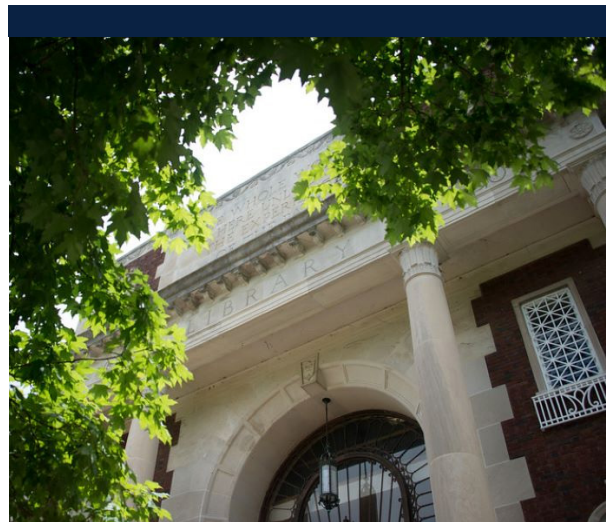
This work also includes the careful stewardship and modernization of Murray State's existing facilities. Recent and ongoing projects address building envelopes, mechanical and electrical systems, HVAC, accessibility, life-safety systems, building automation, energy efficiency, and the preservation of historic campus buildings. The balance between new construction, infrastructure renewal, and responsible preservation is central to the University's long-term facilities strategy.

Murray State has also initiated a comprehensive campus master-planning process encompassing nearly 50 buildings on the main campus and West Farm. The planning effort is examining space utilization, operational efficiency, academic and student-life needs, interdisciplinary collaboration, and the strategic alignment of the University's physical assets with its future priorities. This convergence of capital development, infrastructure modernization, stewardship, and long-range planning creates an exciting and consequential moment for Facilities Management.



Responsibilities and Duties

- ▶ Manages the overall department comprised of a workforce of approximately 65 employees
- ▶ Responsible for an annual budget of approximately \$13.5 million and manages an annual renovation volume of \$10M (~200+ projects) and major design and construction projects of sometimes near \$100 million dollars.
- ▶ Manages contracts for third parties, primarily for custodial and grounds services.
- ▶ Oversees Environmental Safety and Health to ensure adherence to applicable safety rules and health standards, as well as local, state and federal regulations.
- ▶ Develops and recommends policies, planning guidelines, and procedures for the development of the University's biennial capital budget program, and manages the program throughout the process of development, approval and implementation.
- ▶ Develops and implements, or recommends, University policies and procedures for facilities and utilities systems management, maintenance, operation, and capital construction.
- ▶ Maintains campus master plan and current boundary line information.
- ▶ Maintains land and building data for campus facilities.
- ▶ Responsible for compliance with all federal, state and local building codes and requirements.
- ▶ Other duties as assigned.



Requirements

Requirements - Education and Experience

- ▶ Bachelor's degree in business, engineering, architecture or a related field required.
- ▶ A minimum of eight (8) years of significant experience in roles of progressively increased responsibilities in comprehensive facilities management in an institutional, or similar organizational setting with multiple, complex systems."

Requirements - Skills

- ▶ Must have a good working knowledge of facilities planning, design and construction, facilities maintenance and management, utilities operation and management, personnel management and training, and financial management.
- ▶ Must have excellent administrative, supervisory, and oral and written communication skills.

Preferred Credentials and Experience

- ▶ Master's degree in a related field such as engineering, architecture, and construction management
- ▶ Understanding of software for Computerized Maintenance Management System {CMMS}
- ▶ Knowledge of scheduling Software
- ▶ Knowledge of Construction Management software such as Procore



About Murray State

100 years and still racing.

Founded in 1922, Murray State is a 4-year public university in western Kentucky. We're nationally-ranked for our academics, athletics, affordability and educational value. We believe every person should have access to a high-quality education. That's why we awarded a record \$139 million in scholarships and financial aid last year.

We are Racers.

Racers come from all types of backgrounds, representing not just the region, but the entire world. We take pride in our work and our university, shaping the next generation of leaders in the classroom and out in the field. Engineers, athletes, scientists, government leaders, network administrators, artists, educators and much more all call Murray State home. Once a Racer, always a Racer.

Mission

Murray State University places our highest priority on student learning and excellent teaching, blending the range of educational opportunities often found at research institutions with the nurturing student-teacher interactions usually found at smaller universities.

Rankings

#3 BEST SMALL COLLEGE TOWN

- USA Today

#6 TOP PUBLIC SCHOOLS

- U.S. News & World Report

#6 BEST COLLEGES FOR VETERANS

- U.S. News & World Report

#14 REGIONAL UNIVERSITIES

- U.S. News & World Report

#19 BEST VALUE SCHOOL IN THE SOUTH

- U.S. News & World Report

BEST BANG FOR THE BUCK

- Washington Monthly

MURRAY STATE AT A GLANCE

A forward-thinking university with a rich tradition of academic excellence, student success, and community impact.



BASICS



Location:

Murray, Ky



Founded:

1922



Type:

4-year, state-supported public university



Colors:

Navy blue and gold (white accent)



Nickname:

Racers



ENROLLMENT



Total: 9,932 (8,217 undergraduate students and 1,715 graduate students)



60 countries, 49 states and 116 counties in Kentucky are represented among the student body.



The student body is **63%** female and **37%** male.



First-to-second year retention rate is **78%** (largest in the past five years)



62% of students are from Kentucky.



ACADEMICS



Undergraduate certificates

35



Associate programs

5



Bachelor's programs

61



Graduate certificates

26



Master's programs

37



Specialist programs

4



Doctoral programs

3



Average undergraduate class size

18



Undergraduate student to faculty ratio

17 to 1

About Murray, Kentucky

Murray is a city of about 20,000 residents, and each member of the community embodies a kind, inviting feel which will make you feel right at home.

Regardless of where you are coming from, the Murray community will welcome you with open arms. We have a feeling that you'll fall in love with the area like so many others in our community have over the years. In fact, Murray has earned the title of **"friendliest small town"** from Rand McNally and USA Today for several back-to-back years. Our friendly community is also a safe place to call home. The City of Murray has been named one of the nation's **Top 50 Safe College Towns** per SafeWise and has earned national recognition for Murray State's safety initiatives.

Murray is located in a convenient area of western Kentucky and is within **driving distance of many major cities** locally and out of state in Tennessee, Illinois, Indiana and Missouri. Explore below to review a few select routes between the following notable locations and Murray State University.

- 7 miles north of the [Tennessee border](#)
- 20 miles west of [Land Between the Lakes National Recreation Area](#)
- 118 miles to [Nashville, Tennessee](#)



Murray boasts a diversity of locally-owned restaurants, specialty retail shops and other businesses that our students, faculty, staff and campus visitors can all enjoy.

[Murray Kentucky Convention and Visitor's Bureau](#)

[Chamber of Commerce](#)



Application Process

Greenwood Asher & Associates®

Greenwood Asher & Associates (GA&A) is assisting Murray State University in this search.

Applications and nominations are now being accepted.

How to Apply:

Please submit application materials through the GA&A [candidate portal](#).

Application materials should include:

- ▶ A letter of interest that clearly states the applicant's qualifications for the position
- ▶ A current resume/curriculum vitae

Submission of application materials as PDF attachments is strongly encouraged.

*For best consideration, please submit materials by **September 8, 2026***

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.

Inquiries and nominations should be directed to:

Jeremy Duff

Vice President of Executive Search

jeremyduff@greenwoodsearch.com



Shelley Feather

Senior Executive Search Consultant

shelleyfeather@greenwoodsearch.com

Compensation

Salary will be competitive and commensurate with qualifications and experience.

Murray State University endorses the intent of all federal and state laws created to prohibit discrimination. Murray State University does not discriminate on the basis of race, color, national origin, sex, gender identity, sexual orientation, religion, age, veteran status, disability, or political or social viewpoint in employment or application for employment, admissions or the provision of student and employee services and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities equal access to participate in all programs and activities.