

Associate Vice President, Facilities and Campus Planning
Worcester Polytechnic Institute

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Posted Jun. 12, 2025, set to expire Jul. 3, 2025

Job Title	Associate Vice President, Facilities and Campus Planning
Department	
Institution	Worcester Polytechnic Institute Worcester, Massachusetts
Date Posted	Jun. 12, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate Vice-(Provost/Chancellor)
Academic Field(s)	Facilities Operations
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JOB TITLE

Associate Vice President, Facilities and Campus Planning

LOCATION

Worcester

DEPARTMENT NAME

Finance & Operations Division

DIVISION NAME

Associate Vice President, Facilities and Campus Planning Worcester Polytechnic Institute

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Worcester Polytechnic Institute - WPI

JOB DESCRIPTION SUMMARY

The Associate Vice President for Facilities and Campus Planning (AVP) serves as the strategic steward of Worcester Polytechnic Institute's (WPI) built environment. Reporting to the Executive Vice President and Chief Financial Officer, this position manages all campus buildings, grounds, and properties.

The AVP is responsible for maintaining current facilities while planning campus improvements that support WPI's educational mission. As a member of the President's leadership team and representative to the Board's Facilities Committee, this role balances day-to-day operations with long-term strategic planning. The AVP directs four departments: Campus Planning, Facilities Operations, Design and Construction, and Energy and Sustainability, while also overseeing WPI's real estate portfolio and implementing the campus master plan.

The successful candidate will create an environment that enhances WPI's standing as a premier R1 research institution through strategic facilities management. This includes directing maintenance, operations, capital projects, and real estate transactions to develop spaces that foster project-based learning, support STEM education, enable innovative research, and support the student experience outside of the classroom. These efforts ensure WPI's physical campus effectively serves the Institute's educational and research mission.

Compensation depends on experience and includes a generous benefits package: 4 weeks of paid time off, an extra week off at the end of December, 13 paid holidays, comprehensive health, dental, and vision insurance, a 9.5% retirement match after one year, disability and life insurance, tuition assistance (including full WPI tuition for dependents after 3 years), free access to the fitness center, wellness resources, flexible summer hours, employee discounts, and more.

JOB DESCRIPTION

- **Leadership and Workforce Development:** Cultivate and lead a skilled, collaborative, and dynamic workforce by fostering a culture of excellence through best practices, service delivery, accountability, learning, and professional growth.
- **Strategic Vision and Planning:** Develop a strategic vision for Facilities aligned with WPI's priorities and implement the campus master plan within both short and long-range planning frameworks.
- **Capital Planning and Maintenance:** Establish, implement, and maintain the 5-Year Capital Plan while assessing ongoing facility maintenance requirements across campus.

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- **Project Management:** Collaborate with senior leadership to initiate capital projects, directing, planning, programming, budgeting, and scheduling for new construction and major renovations.
- **Real Estate Management:** Oversee the Institute's real estate portfolio and direct all transactions including acquisitions, dispositions, leases, and sub-leases to maximize institutional value.
- **Budget Excellence:** Works collaboratively with Facilities Management and the development of annual budgeting to ensure the efficient use of university resources.
- **Business Partnerships:** Foster business partnerships that enhance WPI's position in research and technology while identifying opportunities for strategic redevelopment of underutilized properties.
- **Campus Operations:** Provide executive oversight for campus operations, ensuring efficient delivery of essential facility services including, custodial, maintenance, trades, and landscape management.
- **Energy and Sustainability:** Monitor energy markets and secure advantageous agreements to manage utility expenses while advancing sustainability goals.
- **Governance and Committee Leadership:** Chair the Campus Space Committees and prepare materials for the Board of Trustees' Facilities Committee to support informed governance.
- **Staff Management:** Lead a professional staff team including four direct reports and a team of approximately 110 employees while managing union and labor relations.
- **Compliance and Safety:** Participate in emergency management and ensure compliance with building codes, safety standards, and environmental requirements.
- **Contract Management:** Review and approve contracts up to \$1M and establish priorities for capital projects based on institutional needs and available resources.
- **Institutional Strategy:** Ensure projects advance WPI's commitments to sustainability, accessibility, and inclusive excellence while contributing to institutional strategy through the President's Cabinet.
- **Collaboration and Metrics:** Establish productive partnerships with leaders across campus to support mission-critical initiatives and implement performance metrics to enhance operational effectiveness.
- Perform all other duties and responsibilities as assigned or directed by the supervisor.

Requirements:

- Bachelor's degree in Engineering, Business Administration, Architecture, or related field; Master's degree and experience working in higher education preferred.
- Minimum of 15 years of progressive experience in managing construction, renovation, and campus planning, with at least 5 years in a director-level position.

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- Demonstrated ability to negotiate real estate transactions and partnerships that advance institutional objectives, with extensive experience managing complex facilities operations.
- Proven track record in implementing robust procurement, bidding, and due diligence processes. Strong understanding of regulatory requirements, including construction permitting, workplace safety, and environmental compliance.
- Proven success managing unionized workforces and providing leadership through effective management teams, with sophisticated budget development capabilities.
- Outstanding communication skills with demonstrated ability to build relationships across diverse stakeholder groups and solve problems effectively in a dynamic environment.
- Professional Engineer or Architect credential and LEED Accredited Professional certification preferred.
- Experience collaborating with academic leadership on facility programming that enhances teaching and research capabilities preferred.
- Leadership profile demonstrating diplomacy, hands-on engagement, outstanding communication skills, and commitment to excellence with a proven record of facilitating positive organizational change preferred.
- Experience working with Environmental Health & Safety preferred

FLSA STATUS

United States of America (Exempt)

WPI is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability. It seeks individuals from all backgrounds and experiences who will contribute to a culture of creativity, collaboration, inclusion, problem solving, innovation, high performance, and change making. It is committed to maintaining a campus environment free of harassment and discrimination.

To apply, visit: https://wpi.wd5.myworkdayjobs.com/en-US/WPI_External_Career_Site/job/Worcester/Associate-Vice-President--Facilities-and-Campus-Planning_R0003184

About WPI

WPI is a vibrant, active, and diverse community of extraordinary students, world-renowned faculty, and state of the art research facilities. At WPI, we have competitive and comprehensive benefits, including health insurance, long-term care, retirement, tuition assistance, flexible spending accounts, work-life

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balance and much more.

Diversity & Inclusion at WPI

WPI is committed to creating an inclusive workplace where everyone feels valued and respected; a place where every student, faculty and staff member can be themselves, so that they can study, live, and work comfortably, to reach their full potential, and make meaningful contributions in order to meet departmental and institutional goals. WPI thrives on innovative practice and welcomes diverse perspectives, insight, and people from diverse lived experiences, to enhance the community environment and propel the institution to the next level in a competitive, global marketplace.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

Worcester Polytechnic Institute

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