Facility Management

Tailor This Dynamic Career to Your Talents

All organizations that own or lease real estate have the need for skilled individuals to create and maintain their facilities. Due to the sophistication and complexity of buildings today, these individuals must be knowledgeable in finance, real estate, planning, design, construction and operations. Education is necessary to handle the many hats today's facility managers must wear; companies can no longer rely on yesterday's building “super” or janitor. The fast-evolving profession of facility management welcomes those with an entrepreneurial spirit who possess strong decision-making, problem-solving and communication skills.

“Businesses increasingly are realizing the importance of maintaining, securing and efficiently operating their facilities.”


All types of businesses and organizations are finding an increased need for facility managers, including health care systems, colleges and universities, banking and financial corporations, pharmaceutical research companies and government and civic institutions. Pennsylvania has identified facility managers and related occupations as high-demand careers in Philadelphia.

This program offers two options for specialization:

**Construction Option:** With a focus on the building systems, construction processes and operational issues, this option prepares you to address buildings and their complex challenges from the ground up. The fast-paced job of a facility manager in charge of construction or operations could be the right choice for you.

**Design Option:** Today's businesses recognize that the design of their buildings and office spaces matter—good design helps create a positive image and enhance employee effectiveness and satisfaction so it benefits the bottom line. Courses in architecture, design, drawing and presentation are the foundation for a career as an architectural designer, planner or interior specialist.

**Career Paths**
Graduates can obtain entry-level positions in the facility management department of a corporation or organization as:
- facility manager
- space programmer or planner
- computer-assisted design draftsperson
- move coordinator
- estimating and scheduling assistant
- owner’s representative to outside designers and consultants

An associate's degree in Facility Management also gives you the option to transfer to a four-year college or university. Widener University's evening college offers a bachelor's degree in Professional Studies with a minor in Facility Management.

**The Facility Management Program**
This curriculum will give you the necessary
skills to enter a dynamic, fast-paced field and begin to perform a variety of duties:
- coordinate the planning of new spaces
- redesign offices and conference rooms, with new lighting, furniture and finishes, to meet the company’s needs or reflect its image
- supervise the construction of a new office space
- supervise the day-to-day operations of buildings, including computer and security systems, maintenance and repairs, custodial staff and special event set-up
- evaluate bids and lease agreements

You also have the option of getting hands-on experience outside of the classroom through a paid internship program, which places qualified students with local facility management departments. The program offers opportunities full time in the summer and part time during the fall and spring semesters.

**Salaries**
Administrative Services Managers – $37,458 (entry-level)*
Annual average – $74,527

*Salary with degree and work experience in the Philadelphia area. Figures courtesy of a report from the Philadelphia Workforce Investment Board.

**Areas of Study**
This degree provides graduates with the skills, knowledge and abilities for employment in the growing field of facility management, as well as in related areas with consulting and service firms. The specialized content for each option is combined with a variety of courses in general education, business management, real estate and leadership.

**For More Information**
Visit the following Web sites:
- [ifma.org; ifmaphilly.org](http://ifma.org) – International Facility Management Association
- [appa.org](http://appa.org) – The Association of Higher Education Facilities Officers
- [boma.org](http://boma.org) – Building Owners and Managers Association
- [scup.org](http://scup.org) – Society for College and University Planning

You may also contact the Division of Liberal Studies at 215-751-8450 or e-mail the department head at adc@ccp.edu.

**Admission to the College**
We accept students on an open enrollment basis, meaning that applications are accepted at all times of the year. For registration information, call 215-751-8010 or e-mail admissions@ccp.edu.