

So, what does a facility manager do?

Facility managers wear many hats on the job. Here are some of the most common functions:

- Plan interior spaces and coordinate architectural design projects.
- Organize work spaces for comfort and productivity.
- Build out space and arrange employee moves.
- Negotiate contracts and coordinate with vendors.
- Spearhead security functions, disaster planning and recovery.
- Oversee renovation projects to expand facilities or improve efficiency.
- Keep up with government, environmental, health and safety requirements.
- Continually monitor the facility so it is safe, secure and well maintained.
- Manage diverse real estate assets, sometimes in multiple locations.
- Prepare budgets, manage accounts and forecast expenses.
- Coordinate with Human Resources to address organizational changes.



Opportunities abound!

Facility management is a highly regarded, rapidly growing industry. This profession is a great springboard to management and offers both men and women tremendous opportunities to achieve, contribute and grow.

If you're detail oriented, able to multitask, focused and organized, this could be the career for you.

Bringing it all together: IFMA and IFMA Foundation

IFMA is the largest and most widely recognized professional association for facility management, connecting and supporting approximately 17,300 members in 52 countries worldwide. Globally, IFMA certifies facility managers, conducts research, provides educational programs, recognizes facility management degree and certificate programs, and produces conferences and expositions.

Supported by the generosity of the FM community, the IFMA Foundation provides education, research and scholarships for the benefit of FM professionals and students.

Resources for launching your FM career

- Scholarships for students pursuing facility management careers are available through the IFMA Foundation, which funds and promotes education and research to advance the industry.
- IFMA also works with its 125 local chapters to help FM students obtain on-the-job experience through internships.
- JOBnet, IFMA's online job search engine, helps facility managers and employers find each other on an ongoing basis.

Ready for an exciting, unconventional, rewarding career? Learn more about becoming a facility manager.

IFMA information contacts:

Educational Resources:

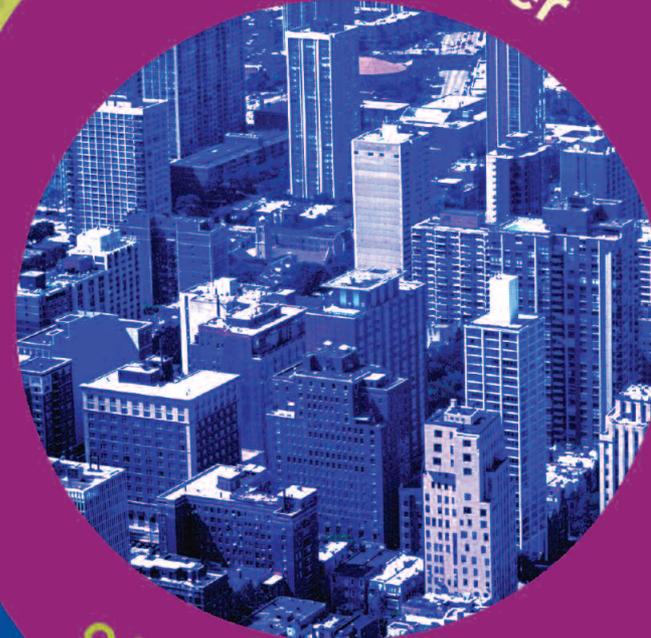
IFMA
1 E Greenway Plaza, Suite 1100
Houston, TX 77046-0194
1-713-623-4362 tel.
1-713-623-6124 fax
E-mail: education@ifma.org

Scholarships:

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Launch Your Career

at the Center



of the Workplace!

Facility Management

Change how a workplace works...

Ever think about what it takes to operate large buildings – such as a high-rise, a sports arena or a college campus? Who decides how to organize a hospital's space? Or oversees the renovation of an airport? Who develops an office building's evacuation plans?

At the center of these activities, you'll find a facility manager. Facility managers (FMs) pair management skills with technical knowledge to coordinate an organization's physical workplace with its work and people.

Essentially, as a facility manager, you're one of the biggest change agents in an organization. You impact how and where people work.

Behind the scenes – but never boring

While much of the work is behind the scenes, facility management intertwines with the organization's core mission – and influences its bottom line.

Thrive on variety? Enjoy juggling multiple activities at once? In facility management, every day is a new adventure. Forget monotony. You'll tackle interesting challenges while thinking on your feet.

Technology savvy? FM tools and systems are constantly evolving. Are you a people person? Interact easily with others? Facility managers are both team players and strong leaders. Good at problem solving? You'll get involved in everything from operational details to big-picture strategic planning.



Where will you work?

You can choose the type of work environment that best suits your knowledge and interests. Examples include: Corporate headquarters • shopping centers • museums • stadiums and athletic facilities • historic buildings • hospitals and healthcare facilities • government buildings • high-rise office buildings • airports • religious institutions • universities • high-tech research centers • manufacturing plants

Move up fast and make good money.



Facility management is a well-paying career that offers rapid professional advancement. It takes highly qualified, energetic individuals with diverse skill sets to manage today's complex, technology-driven facilities.

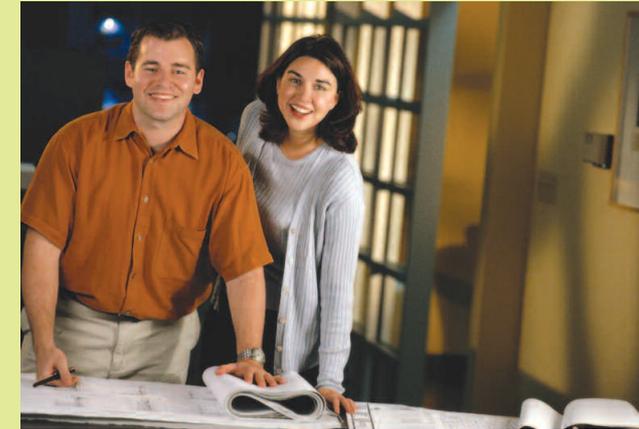
Compensation largely depends on the scope of one's job; the size, nature and location of facilities managed; and the number and level of employees supervised.

Entry-level professionals with a relevant college degree can expect starting salaries in the mid-\$40,000's. Annual salaries average \$85,000*. FM graduates in key executive positions may earn more than \$200,000 annually in as few as 10 years.

* Based on 2004 IFMA report

What do I study?

Several universities offer undergraduate and/or graduate facility management degree programs. Alternatively, facility managers may enter the field with degrees in business administration, architecture, engineering, construction management, or environmental, interior or technical design.



Fast track to FM success: Recognized facility management degree programs

Increasingly, the best-qualified, fastest-rising and highest-paid FM professionals earn a degree in facility management from one of the dedicated undergraduate or graduate programs recognized by the International Facility Management Association (IFMA). Institutions offering these intensive programs include:

Undergraduate degree programs

Brigham Young University • Provo, Utah
Cornell University • Ithaca, New York
Ferris State University • Big Rapids, Michigan
Wentworth Institute of Technology • Boston, Mass.

Graduate degree programs

Cornell University • Ithaca, New York
FHS KufsteinTirol Bildungs GmbH Kufstein • Austria
Georgia Institute of Technology • Atlanta, Georgia
The Hong Kong Polytechnic University • Hung Hom, Kowloon, Hong Kong

Find the most current information on recognized programs at www.ifma.org.

