

School Board Agenda Item CC-3  
January 25, 2010

**Executive Summary**

Proposed New Job Description and Minimum Qualifications for the  
Executive Director, Facilities Design & Construction for  
The School Board of Broward County, Florida  
2010-2011 Organizational Chart

**Background:** This item is being recommended for School Board approval to meet requirements for the new job description.

**Position Title:** **Executive Director, Facilities Design & Construction**

**Division/Department:** **Facilities & Construction Management**

**Pay Grade Level:** 32 - Salary Range: \$96,977 - \$148,082 Point Range: 1215 – 1274

**Salary Schedule:** **ESMAB – Educational Support Management Association of Broward**

**Recommended Policy Status:** Chart Job Description - **First** Reading

**Rationale:** During the 2010-2011 Organizational Chart evaluation process, the position of Director, Plans/Design was identified for a job study. As a result of the reorganization of the Units within the Facilities and Construction Division, the accountabilities and responsibilities of the job have expanded and evolved to an executive level job, this way justifying for the creation of a new job description under the ESMAB Unit.

The Compensation Committee has reviewed and approved the new job description and the recommended pay grade 32. The Committee is seeking the approval of the School Board to update the 2010-2011 Organizational Chart with the new recommended title, job description, and pay grade of the position.

The purpose of this job is to establish the program and procedures to manage the planning, design and construction process of facilities in such a manner as to provide a superior educational environment within allotted schedules and budget. The job is accountable for the work of the subordinate personnel and serves as a liaison between the Facilities & Construction Department, the schools, and community.

Prior to the recommendation to the School Board for approval, the results of the job study were reviewed and accepted by the Broward Teachers Union.

**Cost:** Funding for this position is included in the 2010-2011 Organizational Chart. The consolidation of two positions within the Facilities & Construction Division represents an estimated net savings to the District budget of \$106,252.