

Director, Facility Operations and Maintenance

University of Lethbridge, Lethbridge, AB

The University of Lethbridge invites applications for the position of Director, Facility Operations and Maintenance. This is a meaningful leadership opportunity for a skilled, technically grounded, and empowering leader to oversee the operational excellence of one of Canada's leading research-intensive universities at an exciting time of growth and renewal.

The Organization

Founded in 1967, the University of Lethbridge is a comprehensive academic and research institution recognized for its commitment to liberal education, experiential learning, and community engagement. With campuses in Lethbridge and Calgary, the University serves approximately 8,000 students and employs over 1,000 faculty and staff. Guided by a new strategic plan and energized by recent academic program expansions, including the development of new medical and engineering programs, the University is poised for transformative growth.

The University of Lethbridge's Blackfoot name is Iniskim, meaning Sacred Buffalo Stone. The University is located in traditional Blackfoot Confederacy territory. We honour the Blackfoot people and their traditional ways of knowing in caring for this land, as well as all Indigenous Peoples who have helped shape and continue to strengthen our University community.

The Role

The Director, Facility Operations and Maintenance is a senior operational leader responsible for the safe, efficient, and well-maintained physical environment of the University of Lethbridge. Reporting to the Associate Vice-President (AVP), Facilities, the Director leads six direct reports (the Associate Director, Utilities; the Manager, Caretaking Services; the Manager, Building & Grounds Maintenance, the Manager, Campus Mobility; the Manager, Facilities Administration and the Facilities Sustainability Manager) along with a team of approximately 95 staff. The Director oversees an operating and cost-recovery budget totalling approximately \$1.75 million and administers \$4.2 million annually in Capital Maintenance and Renewal (CMR) grant funding. This role is central to preserving and enhancing the long-term value of the University's infrastructure, and to building a high-functioning, engaged, and accountable facilities team.

Key areas of responsibility include:

Operational Leadership – Provide direction to the Utilities, Caretaking, Building & Grounds Maintenance, Campus Mobility, Facilities Administration and Facilities Sustainability units, ensuring continuity of service, economy of scale in resource use, and minimal disruption to university programs. Supervise and support direct reports through regular meetings, progress reporting, and individual coaching.

Managerial Decision-Making and Financial Oversight – Establish and monitor performance measures, oversee units individual operating and cost-recovery budgets, and administer CMR grant funding. Work closely with the AVP and Facilities Administration Manager on procurement of energy contracts for natural gas and electrical power on a five-year base.

Planning and Infrastructure Renewal – Plan utility infrastructure, building systems renewals, and staffing across units. Maintain a balanced demand, reactive, and preventive maintenance program and participate in annual APPA facilities benchmarking.

Project Management – Oversee special capital and operating projects with campus-wide impact, as assigned by the AVP Facilities. Coordinate technical and specialized services provided by facilities units in support of project commissioning.

The Ideal Candidate

As the ideal candidate, you are an empowering, technically strong leader who brings deep knowledge of building systems and a genuine commitment to operational excellence. You are comfortable operating at both a strategic and hands-on level, equally capable of navigating complex infrastructure decisions and building the trust of frontline staff. You are organized, solutions-oriented, and skilled at balancing competing demands while maintaining high standards of safety, sustainability, and service.

Qualifications and Experience:

While the Search Committee recognizes that no one candidate is likely to meet all qualifications in equal measure, those listed below are desirable and will be used to compare candidates.

- A Bachelor's degree in an engineering discipline; registration as a Professional Engineer in good standing with APEGA is required. Candidates with equivalent combinations of relevant education and experience will be considered.
- A minimum of seven years of progressive, proven leadership experience in a facilities or operations environment; ten or more years is preferred.
- Preferred designations include PMP (Project Management Professional) and APPA Leadership in Educational Facilities.
- Strong knowledge of mechanical, electrical, and building systems, and a solid understanding of building construction standards and best practices.
- Demonstrated experience managing facilities-related capital projects and budgets in excess of \$1 million.
- Experience managing large teams in a unionized environment, including performance management, coaching, and employee engagement.
- Experience in supply and service contract negotiation, including energy procurement.
- Comprehensive understanding of sustainability best practices and a demonstrated commitment to environmental stewardship.
- Proven experience in strategic planning and change management.
- Demonstrated commitment to health and safety compliance, accessibility legislation, and universal design principles.
- Demonstrated commitment to advancing accessibility, belonging, and community in the workplace.
- Exceptional interpersonal and communication skills, with the ability to build trust across diverse teams and institutional partners.

Skills and Attributes:

- An empowering and approachable leader who motivates teams and builds a positive, engaged workplace culture.
- Technically grounded, with sound judgment and a practical, solutions-focused mindset.

- Able to operate strategically and at a systems level while remaining accessible and hands-on when needed.
- Transparent and principled, with a commitment to clear communication and accountable decision-making.
- Adaptable and resilient, able to manage competing demands and operational challenges with calm and focus.
- Skilled in working with diverse populations, with a demonstrated commitment to equity and inclusion.

Why Join the University of Lethbridge?

This is an opportunity to take on a substantive operational leadership role at a dynamic institution during a period of significant physical and organizational renewal. You will lead a skilled and dedicated team of approximately 95 staff and play a direct role in shaping the quality and sustainability of the campus environment that supports the University's academic and research mission. As Director, you will be a key contributor to the Facilities leadership team and a steward of one of the University's most essential functions.

Application Process

The University of Lethbridge is committed to Accessibility, Belonging and Community and strives to best support its diverse campus community. The University welcomes candidates who self-identify as Black, Indigenous or a person of colour with lived experience and expertise in incorporating EDI practices into teaching and research. Joining a vibrant community at the University where we aspire to achieve equity and diversity in all areas, the successful candidate will be expected to show evidence of leadership and commitment to access and equity that promotes a collegial, collaborative and respectful working environment.

Please email accommodate@kbrs.ca or communicate your needs to a recruitment professional named below to ensure that accessibility needs are accommodated through this process. Information received relating to accommodation measures will be addressed confidentially.

If you are interested in this opportunity, contact Abbey MacLeod at amacleod@kbrs.ca or Kyle Steele at ksteele@kbrs.ca, or submit your full application package online at: <https://www.kbrs.ca/Career/17749553505540000008pxg>

The Committee will begin reviewing applications on May 1, 2026.