

<b>Job Title</b>	Facilities Management Curriculum Developer
<b>PVN ID</b>	LA-2112-004418
<b>Category</b>	Instruction and Social Service
<b>Location</b>	LAGUARDIA C. C.
<b>Department</b>	Workforce Development
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$75.00
<b>Hour(s) a Week</b>	15.00
<b>Closing Date</b>	Feb 02, 2022 (Or Until Filled)

---

## General Description

### Overview of Position:

The Facilities Management Curriculum Developer will work together with LaGuardia's Division of Adult and Continuing Education (ACE), Division of Academic Affairs (AA), and the NYC CEO Jobs Council, to develop the curriculum for a 100-hour facilities management micro-credential, to be offered through ACE to CUNY degree students, as well as several courses for a facilities management track of LaGuardia's Business Management degree.

### Duties:

- Review job descriptions and labor market information to define the skills and competencies required of facilities managers. Meet with employer and industry partners, including Tishman Speyer and other NYC Jobs CEO Council companies, as well as others, for feedback on the skills, competencies, and credentials required for employment in facilities management.
- In partnership with AA faculty, develop a curriculum outline and syllabus for the 100-hour micro-credential and for several courses in the Facilities Management track of the Business Management Degree. Get feedback from industry and education partners on the outline and syllabus and make adjustments as needed.
- Develop detailed lesson plans, PPTs, hand-outs, and other supplemental materials required for the curriculum, so that another instructor could pick up the material and teach it without extensive independent preparation.

---

## Other Duties

---

## Qualifications

---

- At least 5 years experience in facilities management
- Experience teaching
- Experience with curriculum development
- Collaborative team player
- Understanding of community colleges and workforce development a plus
- Relationships with employers in facilities management a plus

Please send resume and cover letter to [hweinstock@lagcc.cuny.edu](mailto:hweinstock@lagcc.cuny.edu). You may be asked to provide a sample of previous curriculum developed and professional references after interview.