



**ASSISTANT DIRECTOR, FACILITIES
BOARD OF REGENTS
STATE OF IOWA**

The Board of Regents, State of Iowa, governing body for the University of Iowa, Iowa State University, the University of Northern Iowa, Iowa School for the Deaf, and the Iowa Braille and Sight Saving School, seeks highly qualified candidates for the position of Assistant Director, Facilities.

The Assistant Director, Facilities will participate in the development and coordination of capital planning, capital budget requests and facilities management governance reports for presentation to the Board of Regents, its committees, and other entities. The successful candidate must have excellent written/oral communication skills and be familiar with computerized office applications.

Position requires a minimum of an undergraduate degree in a relevant field and considerable experience in positions requiring a high degree of analytical ability. Knowledge and understanding of Board of Regents capital project policies and procedures preferred. Salary is commensurate with experience. The position is located in Urbandale and reports to the Regents Facilities Officer.

Submit resume and contact information for three references to Joan Racki, Regents Facilities Officer, Board of Regents, State of Iowa, 11260 Aurora, Urbandale, IA 50322 or by email to jracki@iastate.edu. Review of resumes will begin immediately; position closes July 24, 2015.

The Board of Regents is an Equal Opportunity Employer. Women and Minorities are encouraged to apply.