



LEADING THE RISE



OPPORTUNITY PROFILE

**Associate Vice President, Campus Planning,
Design & Construction**



The Organization

<https://saskpolytech.ca/>

Saskatchewan Polytechnic is the province's only polytechnic and the primary institution for post-secondary applied education and research. Proudly sharing land located in the homeland of the Métis people and on Treaty 4 and Treaty 6 Territory, we serve more than 26,000 students through campuses located in Moose Jaw, Prince Albert, Regina and Saskatoon. Saskatchewan Polytechnic offers more than 150 certificate diploma and degree programs, including two collaborative baccalaureate degree programs and a collaborative master's degree program, basic education and academic upgrading, credit and non-credit extension courses, apprenticeship training, televised, hybrid, online, distance and off-campus programming. Our programs are led by the most accomplished and innovative faculty. As a member of Polytechnics Canada, we are committed to offering a broad range of educational experiences that are student-centered and industry responsive.

Saskatchewan Polytechnic provides the skills and education that the province needs to grow and prosper. We have a long history of working with industry and the community to meet education needs demonstrated by our excellence in teaching, strength in research, and proven student success. Through our partnerships we ensure our programs match opportunities in the real world. Our people are key to our success – the role of dean is to guide and lead exceptional staff in their commitment to our students and shared strategic priorities.

The Role:

AVP, Campus Planning, Design & Construction

The Associate Vice President, Campus Planning, Design & Construction is accountable for strategic campus master planning, and construction projects. 25% of the AVP's time will be spent on ongoing projects on all campuses, and 75% on the recently announced major capital project to relocate all locations in Saskatoon to a new campus near the University of Saskatchewan. The Associate Vice President provides the institution with strategic direction, expertise, recommendation, and guidance to advance Saskatchewan Polytechnic's mission and goals through its major infrastructure projects. This includes overseeing the planning, design, implementation, and completion of major capital projects including long-range facilities planning. This position also fosters capital-related relationships with the Ministry of SaskBuilds & Procurement, the Ministry of Advanced Education, Innovation Saskatchewan, and other key internal and external stakeholders.



The Associate Vice President, Campus Planning, Design & Construction reports to the CFO and Vice President, Administrative Services, and is responsible for providing senior-level strategic visioning, leadership, and direction of all Saskatchewan Polytechnic major capital projects. This includes the development and implementation of comprehensive strategic infrastructure plans necessary to achieve the goals and vision of the institution province-wide.

To effect change and to meet current and future capital demands, the Associate Vice President works closely with senior administrative and academic leaders while also establishing and maintaining relationships with Saskatchewan Polytechnic's key constituents. Initially working as a sole contributor and closely with SaskBuilds Procurement, the AVP will build their team as the major capital project develops. The AVP will act as a key advisor to the CFO and other Saskatchewan Polytechnic executives, will represent Saskatchewan Polytechnic on major project teams.

Accountabilities

Campus Master Planning

- Provides institutional leadership to the strategic planning process for any significant infrastructure changes or improvements.
- Collaborates with Senior Leadership in the development of campus master plans for all Saskatchewan Polytechnic locations.
- Develops a plan for full and efficient use of existing properties and work with key stakeholders in the identification and acquisition of additional properties as needed.
- Develops and manage a deferred maintenance plan in collaboration with Facilities.
- Collaborates with internal stakeholders to identify future infrastructure opportunities and needs based on trends and changes in teaching and learning as well as organizational services.
- Provides leadership in the development and support of campus-wide sustainability plans.



Major Infrastructure Construction Management

- Oversee the design and construction of large-scale infrastructure projects in support of the institution's strategic direction.
- Lead project selection processes ensuring alignment with institutional mission, vision, values, and strategic goals.
- Oversee, guide, and participate in the development of campus construction plans consistent with approved master planning concepts.
- Initiate projects through the development of project scopes, the development of estimates, and the solicitation and receipt of funding.
- Leverage project management expertise to oversee the execution of projects including designing project governance, assembling and managing project teams; guiding the development of budgets and schedules; finalizing designs, and monitoring project deliverables.
- Ensure projects follow all federal, provincial, and local laws, safety, and other risk management policies in the performance of work.

Risk Assessment and Management

- Perform project safety and risk assessments and develop risk mitigation plans.
- Identify, engage, and manage the services of a large number of construction management, architectural, and engineering firms to implement major facility construction and redevelopment projects without impacting existing Saskatchewan Polytechnic project work.

Resource Allocation (Business Planning)

- Create and monitor annual project operating budget as well as individual capital project budgets in accordance with the annual operating and capital plan and multi-year business plan.
- Prepare and present project financial reports and status reports to the Vice President, Administrative Services, Senior Leadership Council and Senior Leadership Assembly regarding all facilities projects emphasizing those projects that are critical to the institution's success.

Relationship Management

Internal

- Develop and maintain productive relationships with internal stakeholders including the President, Vice Presidents, Associate Vice Presidents, Directors, Associate Deans and Deans.
- Works closely with the Facilities department in policy development, project planning, and operations.



- Actively participate and contribute as a member of the Senior Leadership Team, Senior Leadership Assembly, and the Administrative Services Leadership Team.

External

- Develop collaborative relationships with external stakeholders in all of Saskatchewan Polytechnic urban centers that will support the gathering and sharing of information is necessary to advance the institution’s mission, vision, values, and strategic goals.
- Maintain positive working relationships with external contractors and consultants.
- Foster productive long-term relationships with the government and various stakeholders and partners.

The Person

A post-secondary diploma or degree in a related field and a minimum of 10 years’ experience in leadership roles related to capital planning and construction of large-scale complex facilities. Strong financial knowledge and literacy as it relates to large capital projects. Professional certification as a registered architect licensed professional engineer or certified planner. An equivalent combination of education and experience may be considered.

Required Competencies

Leads Transformation

Anticipates emerging trends and creates opportunities that shape and transform the organization and polytechnic sector in Canada.

Inspires Courage & Innovation

Models and enables creative thinking, curiosity, and calculated risk-taking to create new solutions.

Cultivates Strong Relationships

Builds strong and trusting internal and external relationships and brings a stakeholder and learner-centric mindset and focus to all elements of the organization.

Drives Operational Excellence

Leverages business insight, financial acumen, and operational rigor to maximize productivity and build long-term, sustainable success.

Builds Leadership & Culture

Brings authenticity, emotional intelligence, and accountability to develop leadership effectiveness in individuals, teams, and our culture.

Compensation

A competitive compensation package will be provided including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

Express Your Enthusiasm

Email a convincing cover letter and tailored resume (PDF or Word document only) to **Shalini Bhatt** or **Allan Nelson** at calgary@leadersinternational.com indicating the job title in the subject line of the email.

Leaders International Executive Search

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