

# Facilities Manager

## Longy School of Music

**Responsibilities:** The Facilities Manager oversees all aspects of maintenance, repair, and operation of Longy's buildings, grounds, and equipment, and the safety and security of the school's constituents. Responsible for annual budgeting and contributes to long term plan development. Longy's campus is made up of two historic buildings totaling approximately 43,000 sf, associated grounds and parking lots, and conveniently located rental spaces.

**Qualifications:** 5 years of facilities management experience. Experience with historical properties, school campuses, and construction project management is desirable. Strong supervisory, administrative, and computer skills.

See full posting at [http://www.longy.edu/about/job\\_opps.htm](http://www.longy.edu/about/job_opps.htm)

**To apply:** Send a resume and cover letter in confidence to Anna Kuwabara, Executive Vice President at [anna.kuwabara@longy.edu](mailto:anna.kuwabara@longy.edu) or Longy School of Music, One Follen Street, Cambridge, MA 02138. Longy is an EOE and values the diversity of its community.