

Job Level	University Architect and Building Official/Associate Director	Management Level III
Problem Solving	<ul style="list-style-type: none"> * Business plan development and maintenance, section fiscal management and planning. * Mediation in resolving design and construction contract disputes to avoid litigation. * Conceptual design cost modeling for Master Plan approval and capital campaign materials * Administration of the high performance building certification program and building code compliance program * Administration of internal and external design review committees and building code compliance. * Review and approve with signature authority on behalf of the Office of the State Architect for design and construction projects and associated legal amendments, supplements, change orders. Review and approve building modifications, variances and waivers. * Oversight of the approval process for Board of Governors, Office of the State Architect, CCHE, DHE and CDC. * Manage the physical facility development and administer all the procurement and contractual obligations associated with all university project development 	<ul style="list-style-type: none"> ▪ Problems are often unclearly defined and fundamental principles may not apply ▪ Solutions must take into account future considerations.
Interaction/ Communication	<ul style="list-style-type: none"> * Collaborates on capital construction procurement strategies, e.g. Design-Build, CM/GC, DBB, etc. and administers selection process and contract administration. * Work and coordinate directly with the Office of General Counsel. * Liaison with City and County Building Officials, Fire Marshall, Director of Planning at Poudre School District. * Liaison with campus community from Dean, Director and Department head level to collaborate and promote development of the built environment to support the research and educational mission of CSU. * Liaison with Construction Management Department, partnering on the instruction of construction management students and working with the Institute for the Built Environment. 	<ul style="list-style-type: none"> ▪ Typically reports to a department head. ▪ Reconciles multiple stakeholder views.
University Impact	<ul style="list-style-type: none"> * Position serves the State of Colorado as the assigned delegate for the office of the State Architect, State Buildings, and serves the University through the management of design, construction and building code compliance.. This position works closely with the Construction Management team of capital construction project managers, but does not supervise Construction Management. 	<ul style="list-style-type: none"> ▪ Translates strategy into operational processes. ▪ May provide input into strategy of the department or function.
Financial/ Budget Responsibility	<ul style="list-style-type: none"> * This position is the university resource for physical facility development and administers all the procurement and contractual obligations associated with project development * Coordinates with the University Planner on Master Plan development and oversight for conceptual building design for major projects, program plan process management for capital construction projects, and state funded controlled maintenance projects. 	<ul style="list-style-type: none"> ▪ May develop and manage a budget.
People Management	<ul style="list-style-type: none"> * (1) Staff Architect * (1) Capital Construction Approval Specialist and Project Manager * (1) Program Asst II 	<ul style="list-style-type: none"> ▪ Manages teams of primarily professional roles; may supervise project management levels. ▪ People management responsibility for pay reviews, performance management, and resource planning.