



EVENTS DC

Vice President, Facilities, Construction and Real Estate

Washington, DC

Events DC is seeking an experienced construction leader to serve as the next Vice President to lead Facilities, Construction and Real Estate.

THE ORGANIZATION

Events DC – an independent authority of the District of Columbia government – evolved out of the merger of the Washington Convention Center Authority and the DC Sports and Entertainment Commission. Today, Events DC is the premier host of conventions, sports, entertainment, and cultural events in the nation’s capital. Events DC has three primary lines of business:

Conventions and Meetings – which operates the Convention Center and Carnegie Library and is responsible for attracting and hosting conventions, meetings, trade shows and other events.

Sports and Entertainment – which operates the RFK Stadium campus, the DC Armory, the Entertainment and Sports Arena, Gateway DC and the R.I.S.E. Demonstration Center and is responsible for attracting and hosting a variety of sporting and entertainment events.

Creative Services – responsible for creating new events and programming, both as live and digital content, including through GATHER by Events DC, a virtual platform featuring a high-end production studio, a “virtual” venue and an on-demand repository for highlighting and showcasing content related to food, sports, music, entertainment & culture, and community.

In addition to the venues described above, Events DC also built and now serves as landlord for Nationals Park. Additionally, Events DC owns and/or operates other venues on the St. Elizabeths Campus, including the Entertainment and Sports Arena, which is the home of Monumental Sports & Entertainment’s WNBA Washington Mystics, the NBA G League Capital City Go-Go, and the practice facility for the NBA Washington Wizards.

POSITION SUMMARY

The Vice President, Facilities, Construction and Real Estate, provides executive leadership and hands-on direction for the Facilities, Operations and Services division, and is responsible for facilities management to include engineering, building management, construction, tenant oversight and utility services. The Vice President, Facilities, Construction and Real Estate plans, organizes and directs a full range of activities relating to Events DC's venues and ensures the delivery of first-class customer service. The primary focus of this Vice President is the management of construction projects for Events DC.

The VP has controlling responsibility for carrying out a comprehensive building maintenance and capital improvement programs, as well as providing mechanical requirements for short- and long-term events, and manages the central plant and other maintenance support contracts. The VP is responsible for managing all aspects of new construction, major renovation, and development projects from project conceptualization through completion. The VP is also responsible for the development of RFPs and proposals as lead project manager, overseeing the management of all aspects of Tenant Improvement (TI) and Capital Improvement (Cap-Ex) construction projects.

The work is performed independently, and the Vice President reports to the Senior Vice President of Operations. The target salary for this position is \$203,013. The final offer will be commensurate with experience.

DUTIES AND RESPONSIBILITIES

The following is a detailed but not exhaustive list of duties and responsibilities of the Vice President, Facilities, Construction and Real Estate:

- Provides overall management, leadership and direction for the Facility Operations division, to include the engineering, building services, construction and real estate matters for all Events DC venues, namely the Walter E. Washington Convention Center, Entertainment and Sports Arena, and RFK Grounds.
- Develops Events DC organizational directives, policies, and procedures in operating effective programs in facilities management and construction.
- Manages tenant relationships at all venues, including tracking of financial obligations.

- Develops and coordinates comprehensive preventive maintenance programs for the overall facilities and mechanical systems.
- Carries out other development activities including but not limited to, monitoring and coordinating development and design activities, oversight of general contractors and other consultants, managing community and tenant relations, and execution of acquisition, construction, and permanent financing.
- Conduct project assessments and make recommendations on project feasibility relating to financing, marketability, operational and physical viability.
- Identifying potential or existing risks or liabilities relating to construction or maintenance of general and specialized structures, making appropriate recommendations to ensure safety of patrons, employees, and visitors and compliance with applicable state, local and federal standards, and specifications.
- Establishes and coordinates safety and emergency procedures, including fire, medical, evacuation, bomb threats, and alarm systems. In coordination with the VP of Public Safety, develops and implements Emergency Response Program.
- Ensures prompt and cost-effective solutions are implemented for unanticipated maintenance requirements.
- Recommends modifications of existing plant and equipment facilities.
- Prepares rough layouts, plans, and specifications and cost estimates of proposed modification and construction projects.
- Coordinates and manages building studies to develop 5-, 10-, and 15-year capital plans.
- Conduct project assessments and feasibility analyses against Events DC's corporate goals and mission.
- Collaborate with and influence Executive Suite, staff, and stakeholders on strategic projects that drive growth by planning and executing internal and external campaigns that drive progress on organizational priorities.
- Manage schedule for overall capital spending program. Develop and manage project plans to track status for each project or initiative. Provide timely reporting to SVP, Operations to proactively manage projects.

- Manage financials for overall program. Develop and manage budgets for each project or initiative. Perform analyses and provide timely reporting to SVP, Operations to proactively manage costs of the projects and overall program.
- Manage project scope and quality for projects and initiatives within the portfolio. Establish and monitor appropriate KPIs. Provide timely reporting to SVP, Operations for proactive management.
- Develop communication plans for projects and initiatives. Work with Marketing & Communications department to create appropriate deliverables as part of communications planning effort.
- Assist SVP, Operations in performance of due diligence activities and in preparation of analysis and recommended action to the President and CEO and Board.
- Collaborate with Office of Contracts and Procurement to procure appropriate consultancy relationships to conduct feasibility studies of various initiatives.
- Inspect the work of contractors when in progress and upon completion.
- Carry out managerial responsibilities in accordance with Events DC policies and applicable laws and regulations. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.
- Perform a variety of related tasks and duties as assigned by the Senior VP, Operations.

QUALIFICATIONS

The successful applicant will have a bachelor's degree with major coursework in civil, mechanical, or electrical engineering, or courses with emphasis on architecture and design, and at least 10 years of management experience in construction and facility operations of a large facility of at least 1,000,000 square feet. An equivalent combination of experience, training and/or education can be substituted.

TO APPLY

Events DC is partnering with PoliHire to identify their Vice President, Facilities, Construction and Real Estate. If you are interested in this opportunity, please [click here](#) to submit a cover letter and resume.