



Valencia College Continuing Education



# FACILITIES MANAGEMENT PROFESSIONAL (FMP) CERTIFICATION PROGRAM

### Course Overview

The International Facility Management Association (IFMA) Facility Management Professional (FMP) credential will help accelerate the Facility Manager's transition into the profession. By enrolling in Valencia's IFMA FMP Credential Program, you will improve your knowledge, enhance your skills, and have access to everything you need to earn the FMP credential.

The comprehensive FMP classroom materials will serve as an ongoing reference of facility management practices. The course investment includes all books and materials along with the FMP final assessments, but does not cover the FMP application fee.

### Course Outline

#### Course 1: Operations and Maintenance

- Introduction to Operations and Maintenance
- Assess Facility Needs
- Manage/Oversee Operations and Maintenance of Building, Systems and Equipment
- Manage/Oversee Occupant Services
- Select the Best Resources
- Measure and Optimize Operations and Maintenance Performance

#### Course 2: Project Management

- Introduction to Project Management
- Define Projects
- Plan Projects
- Manage and Oversee Projects
- Close Projects

#### Course 3: Finance and Business Essentials

- Finance and Business in the Facility Organization
- Financial Management of the Facility Organization
- Procurement in the Facility Organization
- Contracts in the Facility Organization

#### Course 4: Leadership and Strategy Essentials

- Plan Strategically
- Lead and Manage the Facility Organization
- Provide Leadership to the Entire Organization

### Learning Format:

- Classroom facilitation; online assignments

### Competencies Developed:

- Effective operation/maintenance of facilities
- Planning/scoping/scheduling/evaluating a project
- Understanding the basics of finance and business
- Influencing decisions and attitude of others

### Performance Objectives:

#### Upon completion, participants will be able to:

- Understand the skills and knowledge required to be an FMP
- Meet the requirements to sit for the FMP Exam

### Course Details:

#### Target Audience:

- Early-to mid-career facility management practitioners seeking enhanced knowledge and skills
- Individuals who are transitioning into the FM profession
- Related-industry practitioners such as architects, designers and safety engineers
- Facility-related product and service providers
- Students entering the profession from colleges, universities, certificate or technical programs

- **Maximum Group Size:** 20 people

- **Course Length:** 64 hours

#### Fees (covers all course materials):

<b>\$2,995</b>	<b>IFMA Member</b> (up to 2/28/18)
<b>\$3,195</b>	<b>IFMA Member</b> (3/1/18 and after)
<b>\$3,295</b>	<b>Non-IFMA Member</b> (up to 2/28)
<b>\$3,495</b>	<b>Non-IFMA Member</b> (3/1 and after)

#### Dates:

- Mar. 23/24 8:00 am – 5:00 pm (Course 1)
- Apr. 20/21 8:00 am – 5:00 pm (Course 2)
- May 18/19 8:00 am – 5:00 pm (Course 3)
- June 15/16 8:00 am – 5:00 pm (Course 4)

**Location:** Valencia College West Campus Building 11, Room 218