
**KORN/FERRY INTERNATIONAL:
CONFIDENTIAL POSITION SPECIFICATION**

POSITION Facilities General Manager

ORGANIZATION The Aerospace Corporation

LOCATION Los Angeles, California

WEBSITE <http://www.aero.org>

REPORTING RELATIONSHIP: The Facilities General Manager will report to the President and Executive Vice President, as well as interact with other senior managers, senior customer personnel and representatives of government regulatory agencies at the federal, state and local levels.

COMPANY BACKGROUND: The Aerospace Corporation is an independent, nonprofit company that provides objective technical analyses and assessments for space programs that serve the national interest. The Corporation operates a federally funded research and development center (FFRDC) sponsored by the Department of Defense, providing the specific skills, specialized facilities, and continuity of effort required for programs that often take decades to complete. This end-to-end involvement minimizes development risks, reduces cost, and assures a high probability of mission success. Primary customers include the Space and Missile Systems Center (SMC) of Air Force Space Command and the National Reconnaissance Office (NRO). The Aerospace Corporation comprises more than 3,500 employees.

Aerospace employs a matrix organizational structure with systems engineering directorates corresponding to specific customer programs. The operational organizations include the following:

- The Space Programs and Space Launch Operations

that work closely with SMC and are responsible for the systems engineering of military satellite and launch programs through all phases of system development, deployment, and operation.

- The National Systems Group which is responsible for the systems engineering of NRO programs.
- The Engineering and Technology Group provides engineering and scientific expertise to the other organizations, performs independent assessments of the technical status of acquisition programs, and assists in the introduction of new technology.
- The Systems Planning and Engineering organization focuses on cross-program engineering and horizontal planning in support of the national-security space program.
- The Civil and Commercial Operations, which provides Aerospace Engineering and scientific expertise to non-national security space customers.
- The National Law Enforcement and Corrections Technology Center is operated by Aerospace for the National Institute of Justice, a branch of the U.S. Department of Justice. Its staff acts as a technical resource for public safety agencies, providing technology and system design assistance to local and state agencies.
- The Aerospace Institute creates a learning environment through an extensive curriculum of education and training programs.

Current Aerospace Corporation Facilities:

- | | |
|-----------------------|--------------------|
| - El Segundo, CA (HQ) | - Omaha, Nebraska |
| - Albuquerque, NM | - Pasadena, CA |
| - Arlington, VA | - Sunnyvale, CA |
| - Aurora, CO | - Peterson AFB, CO |

-
- Chantilly, VA
 - Colorado Springs, CO
 - Columbia, MD
 - Denver, CO
 - Cape Canaveral AFS, FL
 - Falls Church - Skyline, VA
 - Schriever AFB, CO
 - Silver Spring, MD
 - Suitland, MD
 - Vandenberg AFB, CA
 - Washington DC
 - Wright-Patterson AFB, OH

RESPONSIBILITIES:

The Facilities General Manager will lead the Corporate Facilities Division, with responsibility for planning, operating, maintaining and modifying Corporate facilities nationwide, consisting of both owned and leased facilities. This individual will plan, organize and direct Division operations.

This professional will formulate, approve, budget for and implement actions consistent with Corporate commitments and directives from the Executive Office, as well as relevant regulations, laws and ordinances.

This individual must ensure timely execution of program activities, determine appropriate program emphasis to achieve goals, manage resources, ensure proper application of Aerospace Corporation and government-wide policies and regulations, and maintain uniform standards.

Specific responsibilities include:

- Monitoring and adjusting space occupancy to optimize utilization.
- Reviewing and approving facility requirements for developing capital and overhead budget forecasts and investment plans.
- Managing contracted building construction, renovations and projects.
- May operate the cafeterias, travel office, vending machines, shipping/receiving and mail services.

-
- Develop and manage corporate strategic real estate plans.
 - Responsible for all activities related to planning, design and construction of capital projects.
 - Develop and implement corporate master facilities plan.
 - Maintaining buildings and grounds.

QUALIFICATIONS:

The successful candidate must have a minimum of 15 years of applicable experience, preferably in a large government and/or industrial organization involving engineering and scientific activities.

This individual must possess knowledge of management theories, techniques and practices, and skill in applying this knowledge to direct and manage an organization, which provides a variety of facilities management services, including construction and project management.

PERSONAL CHARACTERISTICS

The following personal characteristics are important for this position:

- **Analytical and Systems Thinking:** Sees causes, connections, and implications; creates sound plans; solves problems effectively; sets priorities, and makes decisions for the good of the whole based on analysis, experience, and judgment.
- **Effective Resource Use:** Develops strategies and makes decisions that use time and resources wisely; manages resources efficiently; achieves positive fiscal results.
- **Team Leadership:** Serves as effective formal and informal leader of teams and groups; obtains commitment and cooperation; delegates effectively;

communicates goals well; hires good people and maintains high standards.

- This individual must possess a high level of personal and professional integrity.

EDUCATION

A masters prepared candidate in business administration or a technical area of expertise such as engineering or architecture is preferred.

COMPENSATION

Compensation will be competitive and commensurate with experience.

CONTACT

For more information, please contact:

Ed Mullen
Senior Client Partner
Korn/Ferry International
1900 Avenue of the Stars, Suite 2600
Los Angeles, CA 90067
Telephone: 310-226-6303
Fax: 310-553-6452
Edward.mullen@kornferry.com

Chris Corwin
Senior Associate
Korn/Ferry International
3 Lagoon Dr., Suite 280
Redwood City, CA 94065
Telephone: 650-508-7506
Fax: 650-632-1835
Chris.corwin@kornferry.com