

IFMA International Facility Management Association

FMP

- Knowledge-based credential – A program requiring successful completion of specific coursework and final assessments.
- The FMP does not have a renewal.

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FMP Target Audience

- Basically everyone....
- Early-to mid-career FM Practitioners
- Those transitioning into the FM profession
- Related-industry practitioners
- Facility-related product and service providers
- Students entering the profession from schools/technical programs.
- Those preparing for the SFP or CFM


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Benefits of Taking FMP

- Establish a common foundation of knowledge and vocabulary.
- Build practical skills that one can apply immediately.
- Develop strong baseline.
- Earn professional credibility and recognition with employers and peers.

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- The FMP program consists of 4 courses with content deemed critical to the foundation of knowledge required of facility managers



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Operations and Maintenance


- The primary role of an FM is to manage an operating facility. FMs must have a working knowledge of facility:
 - building systems
 - structure
 - interiors/exterior
 - grounds
 - security
 -and much more



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Project Management


- Project planning and management are core skills an FM needs when planning, scoping, scheduling and evaluating a project. This course covers a number of topics including:
 - Introduction to project management
 - Defining projects
 - Planning projects
 - Managing and overseeing projects
 - Closing projects



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Finance and Business Essentials


- FMs oversee high-value assets that represent significant investments by their employers. This course covers areas such as:
 - Finance and Business in the Facility Organization
 - Financial Management of the Facility Organization
 - Procurement in the Facility Organization
 - Contracts in the Facility Organization



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Leadership and Strategy Essentials

- FMs must develop strategies to successfully carry out major initiatives by influencing the decisions and attitudes of others. This course covers how to:
 - Plan strategically
 - Lead and Manage the facility organization
 - Provide Leadership to the entire organization



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Where do I Start?


- Self-study or instructor-led?
- Self-study materials are available now! You can begin today by going to www.ifma.org/fmp.
- Instructor-led courses are added weekly worldwide. Go to the tab on the FMP website titled "Classes Offered."

***Please note, the calendar on the IFMA website is currently being revamped. Until further notice, the most comprehensive list for classes is under the "classes offered" tab.*

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All Students Receive

- Comprehensive materials
- Interactive online study tools
- Online FMP final assessments



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Sustainability Facility Professional



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SFP

- Developed under the guidance of a team of recognized experts in the facility management field, the SFP credential was created.
- The material covers the broad range of topics a facility manager is expected to know about managing a sustainable facility.
- Not everything will apply to you, but it's important for you to be aware of the concepts presented.
- The credential is for the facility manager, not a building.

SFP Program

- Knowledge-based credential – A program requiring successful completion of specific coursework and final assessments.
- For all FM and like-minded professionals with an interest in sustainable practices. **A strong foundational understanding of FM is highly recommended.**
- The credential is valid for 3 years. At the end of the 3-year period, SFPs must take an online course and pass the assessment to be issued a new term of validity.

Primary Role of an SFP

- Facility managers must be aware of the organization's commitment to the social, environmental and economic aspects of sustainability (Triple Bottom Line). To do this, the facility manager may be involved in the following areas:
 - Development of sustainability goals.
 - Sustainability strategy development and implementation.
 - Implementation of a sustainable facility management plan.
 - Monitoring, measuring and management of sustainable practices.
 - Employee education and training in sustainable practices.

Program Contents

Focus Area 1 Focus Area 2 Focus Area 3

The program is structured to be taken in sequence.

Strategy and Alignment for Sustainable Facility Management

Focus Area 1

- Summarizes key concepts related to sustainable facility management from the organizational level.
- Illustrates linkages and actions facility managers must take into consideration in order to make the business case for sustainability in their own facilities.

Managing Sustainable Facilities

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Focus Area 2

- Looks in depth at the process of aligning a facility's sustainability plan with an organization's vision, strategic goals and policies.
- It takes the same strategies promoted in an SFP's business case for sustainability within the organization, and provides the details, tools and techniques behind the plans in order to prepare for, lead and implement those changes.

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Operating Sustainable Facilities





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Focus Area 3

- This section looks at ways in which SFPs can operate their facilities in a more sustainable manner through changes in building equipment and technology as well as changes in operations and maintenance procedures.
- Focus area 3 is organized around the eight major categories of sustainable facility management. They are...

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IFMA's Eight Major Categories of Sustainability

Energy 	Water 	Materials and Resources 	Workplace Management 
Indoor Environmental Quality 	Quality of Services 	Waste 	Site Impact 

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SFP Benefits

<i>Individual</i>	<i>Employers</i>
<ul style="list-style-type: none">▪ Learn practical skills▪ Challenge the status quo▪ Impact your organization's triple bottom line▪ Earn a competitive advantage▪ Join a professional network	<ul style="list-style-type: none">▪ Improve facility efficiency▪ Establish internal training▪ Create a common vocabulary▪ Evaluate employees▪ Strengthen your corporate image▪ Attain a competitive business advantage

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Where do I Start?

- Self-study or instructor-led?
- Self-study materials may be purchased at www.ifma.org/sfp
- Instructor-led courses are now available. Check the "Classes Offered" tab on the SFP website. This list will grow weekly, so check back often.

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All Students Receive:

- Comprehensive materials
- Interactive online study tools
- Online SFP final assessments



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Certified Facility Manager



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CFM

- The first certification program in facility management and the most respected global credential in the industry, setting the standard for ensuring the knowledge and abilities of practicing facility managers.



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Quick CFM Facts

- Established in 1993
- Certification process designed to assess competence in the field through work experience, education and the ability to pass a comprehensive exam.
- 3 year maintenance cycle
- Located in over 32 countries
- Held by more than 3,500 professionals

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What can a credential do for me?

- What does it mean to be officially recognized for your knowledge and abilities?
 - It confirms your qualifications.
 - It verifies your professionalism.
 - It fortifies your position.
 - And more importantly, it activates empowerment, giving you the authority to lead change, not only in your own organization but within your profession, for the benefit of the entire facility management community.

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The Steps To Achieving Your CFM

- 1 Assess Your Readiness
- 2 Submit Your Application and Preparation
- 3 Schedule and Pass The Exam
- 4 You Are a CFM
- 5 Maintenance

1. Assess Your Readiness

Education	Years of FM Experience
Facility management master's degree or a bachelor's degree from an IFMA Accredited Degree Program*	3 years (3 yrs w/FMP)
Related bachelor's degree *	4 years (3 yrs w/FMP)
Non-related bachelor's degree or associate's degree *	5 years (4 yrs w/FMP)
Some post-secondary education *	8 years (5 yrs w/FMP)


* All categories require some form of continuing education within the past 5 years.

1. Assess Your Readiness

- Complete a self-assessment by measuring one's knowledge and experience in each of the nine competency areas that one will be tested on.
 - Communication
 - Finance
 - Human and Environmental Factors
 - Leadership and Management
 - Operations and Maintenance
 - Planning and Project Management
 - Quality Assessment and Innovation
 - Real Estate
 - Technology

2. Submit Your Application and Preparation

- Once you are ready to take the CFM Exam, you may submit your CFM application through the IFMA website:
<http://www.ifmacredentials.org/cfm/application>
- CFM Exam Review Course or self-study option
- Local chapter study groups
- Attend workshops and presentations
- Online practice exam (this is not an assessment tool)



Steps 3-5

- Once application is approved, candidates have up to 3 months to schedule and sit for the exam.
- Candidates who pass the exam will be awarded the CFM and will be required to renew every 3 years. (120 maintenance points required for renewal.)
- Individuals who do not pass may apply to retake the exam by submitting the Application to Retake Certification Exam.

For more information on IFMA Credentials and Continuing Education

Contact the IFMA Education Department
Telephone: 1-713-623-4362
Email: credentials@ifma.org

Or visit www.ifma.org and click on the Education tab to get started!

For more information on the FMP courses here in Ottawa

- Contact IFMA Ottawa
 - admin@ifmaottawa.ca
- Contact Algonquin College
 - training@algonquincollege.com
- Go to the Algonquin website at:
 - <http://training.algonquincollege.com/>
 - On left hand side select Browse by Topic: Construction and Trades
 - All 4 courses are found on this page, scroll as necessary

