



Position Profile

Prepared by Robert Half - Executive Search
Executive Director

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Organization Information

Overview

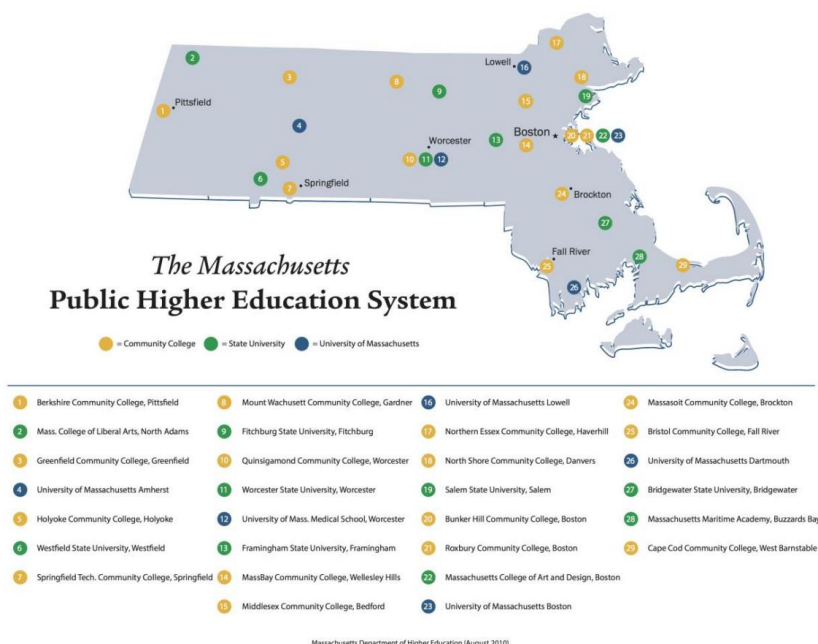
The Massachusetts State College Building Authority (MSCBA) is a vital partner to public higher education in the Commonwealth. Established to finance, design, construct, and oversee student-focused facilities, MSCBA supports the success and well-being of students across the nine state universities and fifteen community colleges. Its projects include housing, dining, athletics, parking, and other revenue-funded facilities that enhance campus life and advance institutional missions.

Recent legislative changes have expanded the Authority's scope, enabling it not only to serve all community colleges but also to finance certain academic facilities. This expanded mandate underscores MSCBA's central role in strengthening the infrastructure that underpins public higher education in Massachusetts.

Unlike most state entities, MSCBA operates without direct appropriations from the Commonwealth. Instead, it is fully funded through the rents and fees paid by students who use its facilities. This self-sustaining model reinforces accountability, financial discipline, and a direct alignment between the Authority's performance and the value delivered to students and institutions.

With a strong reputation for collaboration, high-quality project delivery, and fiscal responsibility, MSCBA has become a trusted partner to campuses, state agencies, and the Legislature in advancing capital projects that are timely, cost-effective, and sustainable.

For more information on the organization, please visit: <https://www.mscba.org/>



Position Information

The Massachusetts State College Building Authority (MSCBA) is seeking a strategic, collaborative, and mission-driven executive director to lead its efforts in delivering high-quality, revenue-funded facilities for the Commonwealth's state universities and community colleges. Reporting to the MSCBA Board, the executive director will oversee capital planning, finance, operations, and stakeholder engagement.

This is a pivotal opportunity to guide an evolving organization through its next phase - enhancing governance, strengthening internal processes, and building resilient systems that support long-term infrastructure needs in public higher education.

The executive director will lead strategic planning, ensure the timely and cost-effective delivery of capital projects, and strengthen financial management and internal controls. With a team of 14 FTEs, the role involves fostering a high-performing, inclusive, and accountable organizational culture rooted in collaboration and shared mission.

Externally, the executive director will build and maintain strong relationships with campus leaders, legislators, and state officials, promoting transparency, credibility, and public trust. They will collaborate closely with university and college leadership, CFOs, campus planners, legislative officials, and other key public stakeholders who are essential to advancing MSCBA's mission.

The ideal candidate will bring significant experience in capital-intensive, multi-stakeholder public or nonprofit environments, along with expertise in financial and operational leadership, team development, and governance. A deep commitment to public higher education and its infrastructure needs is essential.

The position is based in Boston, MA, with regular engagement across the Commonwealth.

Base compensation range is between \$275,000 and \$300,000, commensurate with experience, in addition to an excellent benefits package.

Key Responsibilities

- Oversee the overall operation of the Authority, reporting directly to the MSCBA Board. Serve as the primary contact for Board members, working with the Chair to set organizational agendas, implement policies, maximize contributions of members, support committees, keep members informed, foster consensus-based decision-making, and help resolve differences when needed.
- Manage all legal matters by coordinating with General Counsel, Bond Counsel, and Project Counsel as appropriate, and represent the Authority in legal proceedings and official documents.
- Propose and implement annual organizational goals, such as completing capital projects on time and on budget, supporting completion of the annual external audit, meeting client universities' expectations, and achieving other benchmarks established by the Board.
- Provide leadership and direction for all staff through direct reports. Conduct annual personnel evaluations, offer ongoing coaching and encouragement, address performance or interpersonal conflicts, and manage hiring and terminations as necessary. Lead recruitment and retention efforts to ensure staff reflect the diverse populations served by the Authority.
- Lead external relations with universities, the Division of Capital Asset Maintenance and Management, the Board of Higher Education, Department of Higher Education, Executive Office for Administration and Finance, Office of the Inspector General, Comptroller, Treasurer's Office, legislative committees, and members of the Legislature. Ensure all interactions with external parties are consistent, appropriate, and aligned with organizational goals.
- Direct the annual budget and financial management process, ensuring accurate and timely completion of rent-setting, semi-annual university assessments, debt service payments, and other financial obligations.
- Guide strategic capital planning efforts, including facility renewal, adaptation, and new capacity projects, supported by revenue, expense, and fund balance projections.
- Develop and implement project delivery strategies that produce high-quality, timely, and cost-effective capital projects. Reinforce development principles encompassing campus planning, design excellence, cost-effective construction, and sustainable building operations.

Candidate Profile

Education and Certification/License Credentials:

- Bachelor's degree in a relevant field (design, construction, or business management) required; master's degree is preferred.
- Professional licensure or certification, such as LEED or PMP, a plus but not required.

Functional Competencies:

- 10+ years of progressive leadership experience as the top executive or senior deputy, preferably within higher education, healthcare, or an adjacent field, with a demonstrated record of elevating and professionalizing an organization.
- Prior sizeable operations and/or project management experience within a nonprofit, public sector, government entity, or private company with both public and private sector delivery strategies. Direct experience within an organization that both funds and delivers large-scale capital projects.
- Proven ability to drive long-term strategic planning while building organizational, financial, and operational resiliency.
- Strong financial acumen and budget management expertise, with the ability to oversee large-scale financial operations. A solid understanding of bond markets highly desirable.
- Track record of strengthening governance practices and cultivating effective partnerships with external stakeholders, including public higher education, government agencies, and state legislature.
- Demonstrated success leading change management initiatives.
- Familiarity with Massachusetts and existing regional networks a plus, although relocation candidates will be strongly considered.

Leadership & Management / Behavioral Competencies:

- Collaborative, respectful style of communication and leadership, yet able to influence agenda.
- Flexible, strategic team player with uncompromising integrity and ethical standards.
- Proven ability to attract, supervise, train, and motivate employees.
- Strong coaching and mentoring skills.
- Demonstrates an inclusive and participative leadership style with a mindset and emphasis on teamwork and respect for diversity of all kinds.
- Highly organized and possesses a strong attention to detail.
- Ability to establish credibility and be decisive; make decisions that recognize and support the organization's preferences and priorities.
- Demonstrates a participative leadership style with a strong emphasis on teamwork.
- Exceptional emotional intelligence skills to build, cultivate, and facilitate strong working relationships.
- One who can make decisions, exercise judgment, and interface effectively with all levels of staff, clients, and vendors.
- Believes in continuous improvement accompanied by problem sensitivity and critical thinking skills.

Personal Characteristics:

- A person of unquestionable integrity and moral character; an individual others can trust without reservation.
- One with strong communication skills, both oral and written.
- Self-starter, self-motivating leader who requires little to no supervision and who can operate successfully in a fast-paced culture.
- Well-developed interpersonal skills: ability to get along with diverse personalities.
- One who possesses an owner's mentality with a steadfast commitment to the success of the organization.
- Entrepreneurial spirit with a strong work ethic and a "roll-up-your-sleeves" mentality.
- A "quick study" who can balance the demands of developing and implementing short-term and long-term programs to maximize value.
- One with sound professional ethics.
- Passionate and energetic with the ability to motivate and inspire.
- A creative, strategic thinker, and a good listener.
- One who builds support systematically and at multiple levels, not overlooking any stakeholders.
- Strategic, yet practical with day-to-day business judgment.

Applicants should submit a cover letter and resume to:

Matt McSweeney (Senior Principal, Robert Half) at Matt.McSweeney@Roberthalf.com



ROBERT HALF - EXECUTIVE SEARCH CONTACTS

Emily Neill

Senior Managing Director

Direct Line: 617.824.4683

Mobile: 617.834.5411

Emily.Neill@roberthalf.com

Matt McSweeney

Senior Principal

Mobile: 781.308.3117

Matt.McSweeney@Roberthalf.com

Samantha Rodriguez

Senior Search Coordinator

Direct Line: 646.556.6811

Samantha.Rodriguez@roberthalf.com

Robert Half Executive Search

www.roberthalfes.com