An Introduction to the International Facility Management Association Credentials
Education Department

Credentials

- **Facility Management Professional**
  - Knowledge-Based certificate program

- **Sustainability Facility Professional**
  - Knowledge-Based certificate program

- **Certified Facility Manager**
  - Competency-Based certification

Continuing Education

- On-Line Courses
- Webinars/On-Demand
- Virtual Conference
- Classroom courses
Facility Management Professional Credential
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.
The FMP program consists of 4 courses with content deemed critical to the foundation of knowledge required of facility managers.
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](http://www.ifma.org/fmp).
- Instructor-led courses are added weekly worldwide. Go to the tab on the FMP website titled “Classes Offered.”
Instructor-Led Courses in San Diego

- May 3-4 – Finance and Business
- July 13-14 - Operations and Maintenance
- September 6-7 - Project Management
- December 6-7 - Leadership and Strategy

$395 for San Diego Chapter Members
$595 for non San Diego Chapter Members

Course includes Course Manuals, Continental Breakfast, and Catered Lunch
Location: My Office Facility Solutions, 6060 Nancy Ridge, San Diego
Sustainability Facility Professional
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.
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.
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.
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, which are...
IFMA’s Eight Major Categories of Sustainability

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

**Individual**
- Learn practical skills
- Challenge the status quo
- Impact your organization’s triple bottom line
- Earn a competitive advantage
- Join a professional network

**Employers**
- Improve facility efficiency
- Establish internal training
- Create a common vocabulary
- Evaluate employees
- Strengthen your corporate image
- Attain a competitive business advantage
Where do I Start?

- Self-study or instructor-led?
- Self-study materials may be purchased at [www.ifma.org/sfp](http://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.
- Instructor-led courses will be available this summer in San Diego
Certified Facility Manager
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.
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
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.
1. **Assess Your Readiness**

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

* All categories require some form of continuing education within the past 5 years.
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
1 E. Greenway Plaza, Ste 1100
Houston, TX 77046
Telephone: 1-713-623-4362
Email: credentials@ifma.org

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