BLACKBIRD FOR TRAINING

Certified Facility Manager (CFM)

28 December 2026 – 1 January 2027
Brussels (Belgium)



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Introduction

The Certified Facility Manager CFM course is tailored to professionals seeking to enhance their knowledge and skills in facility management. This comprehensive program covers a wide array of topics essential to effectively managing facilities, including operations and maintenance, project management, finance, and sustainability. Participants will be equipped with the expertise to manage facilities efficiently, ensuring smooth operations that align with organizational goals. Achieving the Certified Facility Manager certification demonstrates your proficiency and leadership in the field, providing you with a significant competitive edge in the job market.

Course Objectives

- Learn essential facility manager skills, including the understanding of important terminologies, guidelines, and practices to manage tangible assets effectively under facility management.
- Gain expertise in sustainability concepts such as waste management, water management, energy management, and ensuring legal compliance.
- Identify and evaluate the human, political, social, economic, and industry factors that affect facility management, and align the management strategies with the goals of the organization.
- Apply tools and techniques in planning, coordinating, implementing, and evaluating facility management projects.
- Understand the financial and business aspects involved, including capital budgeting, financial analysis and reporting, and procurement contracting.
- Master quality, risk, information, and technology management through the application of various metrics, assessment tools, and techniques.



Course Outlines

Day 1: Workplace Environment

- Occupant services and their importance in facility management.
- Managing occupant health, safety, and security within a facility.
- Building systems, infrastructure, and grounds maintenance.
- Understanding the role of furniture, fixtures, and equipment in facility management.
- Managing physical safety and security within facilities.
- Effective operations and maintenance processes in facilities.
- Work management support systems and team management.
- Planning for renewals and renovations.
- Overcoming team impediments and managing virtual teams.

Day 2: Strategic Planning and Alignment with the Organization

- Development and implementation of policies, procedures, and compliance.
- Effective individual and team management.
- Leadership and relationship conflict management in facility management.
- Understanding change management and its impact on the facilities.
- Addressing political, social, economic, and industry factors affecting facility management.
- Managing energy, water, materials, consumables, and waste effectively.
- Ensuring sustainable workplace and site management.

Day 3: Facility Information Management and Technology Management

- Data collection and information management systems for facility management.
- Implementing information protection and ensuring cyber-security.
- Technology needs assessment and implementation in facilities.
- Maintenance and upgrade of technology systems in facility management.

Day 4: Risk Management & Communication

- Effective risk management planning.
- Emergency preparedness, response, and recovery strategies.
- Building facility resilience and ensuring business continuity.
- Planning, delivery, and evaluation of facility management programs.



Day 5: Finance and Business

- Operational and capital budgeting for facility management.
- Evidence-based decision-making processes, such as business case development.
- Procurement, including purchasing and sourcing of goods and services for facilities.
- Contracting strategies for facility management.
- Financial analysis and reporting in facility management.
- Real estate strategies, including assessment, acquisition, and disposal of properties.
- Managing real estate assets, space management, and planning for major projects and new construction.

Why Attend This Course: Wins & Losses!

- Certified Facility Manager CFM credential: Earn this highly respected certification that demonstrates your proficiency and leadership in the field of facility management.
- Gain a thorough understanding of the facility manager responsibilities and duties, preparing you for a successful career.
- Learn how to align facility management with organizational goals, boosting your strategic decision-making ability.
- Understand and implement best practices for facility management, from operations to sustainability and risk management.
- Master key aspects of financial management such as capital budgeting, financial analysis, and procurement contracting, which are vital in facility management roles.
- Increased career opportunities: The facility manager certification will give you a significant advantage in the competitive job market, helping you secure top-tier positions.

Conclusion

The Certified Facility Manager CFM Course is your gateway to mastering the skills and knowledge required to excel in facility management. Whether you are just starting out or seeking to advance your career, this course equips you with the tools and techniques to manage facilities efficiently, drive sustainability, ensure safety, and handle financial and business aspects. With the CFM certification, you will distinguish yourself as a leader in facility management and gain the competitive edge needed in today's dynamic job market.

Register today to take your career as a facility manager to the next level!

