

Architectural Designer-Preservationist Position Description

Job Title: Architectural Designer-Preservationist
Department: Architecture
Reports To: Project Manager
Location: 211 N. Clinton St, Chicago, Illinois 60661

AltusWorks is seeking an Architectural Designer-Preservationist to assist with restoration, renovation, and rehabilitation project delivery for a wide variety of market sectors – cultural venues, education (higher ed and K12), local government, hospitality/breweries, multi-family residential, retail, and transportation.

FIRM OVERVIEW;

Altus is the Latin root of the noun altitude meaning **HIGH, OLD, EXPERT**

AltusWorks (a Woman-Owned Business Enterprise) is a technically oriented architectural design firm which applies a high level of expertise to the creative problem solving required for the restoration, adaptive reuse, rehabilitation, and expansion of existing and historic structures. The firm was founded in 2003 by Ellen Stoner, Preservation Architect, based on the concept that existing buildings are renewable assets that contribute to the economic development of communities through their revitalization. With such expertise, the firm facilitates the implementation of a variety of projects from facility assessments and program management to additions, building renovation and restoration, envelope repair and adaptive reuse.

This is a great opportunity to join an incredible firm. Visit www.altusworks.com to learn more about our diverse practice and the variety of markets and clients we serve.

- **Vision Statement**

To be the premier architecture firm in Chicago providing innovative historic preservation, building science and adaptive reuse consulting services to agencies, institutions, and corporations who share our dedication to the equitable and responsible stewardship of our valued historic and existing built environment.

- **Mission Statement**

To promote the continued use of existing and historic structures through their preservation, restoration and rehabilitation and foster a grounded sense of community.

- **Purpose Statement**

To unify people through the preservation of our built environment.

Position Summary

Entry to mid-level architectural designer whose interests and experience include historic structures, historic preservation, adaptive reuse, facility analysis, accessibility, building enclosure system restoration and commissioning, and building science and technology.

- Implement the design and development of technical solutions in diverse preservation, repair, renovation, addition and adaptive reuse projects.
- Perform condition assessments and gather existing conditions information. Be familiar with façade failures and preservation/repair techniques.
- Provide project development for all stages of design including programming, schematic design, design development, construction documents and construction administration.



- Perform archival research, author reports and designation nominations, prepare Section 106 documentation and perform building envelope commissioning tasks.
- Participate in corporate marketing, strategic planning, and proposal preparation support.
- Actively participate in our Firm Ambassador Business Development culture.

Required Skills

- Knowledgeable in building assessment, scope development, construction document development, and construction administration
- Comfortable developing design and technical solutions under the guidance of senior staff while taking initiative for growth and additional responsibility.
- Working knowledgeable in the evaluation of existing building systems' conditions and the ability to generate an appropriate, comprehensive scope of work to remediate the condition.
- Proficient in current ACAD and/or Revit, Microsoft Office, Adobe products, Bluebeam, and Project Management Software
- Self-starter, as well as a flexible, collaborative team player, willing to take on all assignments.
- Exhibit strong leadership skills, patience, and Critical Thinking.
- Exhibit strong organizational and communication skills, for in-person and virtual interactions.
- General knowledge of construction and preservation techniques and policies
- Familiarity with applicable Building Codes, Life Safety Codes, Energy Codes, Historic Preservation Standards and Accessibility Laws.



Education and Experience

- Professional Degree in Architecture
- Certificate or working experience in Historic Preservation.
- Registered/Licensed Architect or working toward licensure.
- 2 – 8 years' experience with the preparation of construction documents and construction administration with specific interest in, and experience with existing buildings, renovations, preservation, historic structures, facility analyses, accessibility and building science and technology.

Language Skills

- Ability to communicate with clients, consultants, contractors, and co-workers effectively and professionally at all times, graphically, verbally and in written documents.
- Clear, correct, and concise contract documentation and communication
- Present at project meetings and at interviews

Job Standards

- Meet Project Deadlines
- Work efficiently within budgeted fees.
- Maintain contractual review and response timelines.
- Accurate record keeping

Other Skills

- Spatial thinking
- Critical thinking
- Creative/Artistic/ Design
- Space Planning/programming

- Assist client with consideration of options.
- Product/material knowledge
- Historic research and writing

- **Attributes**

- Authentic
- Curious, inquisitive
- Dependable, Reliable
- Direct
- Efficient
- Ethical
- Genuine
- Hard Working
- Open, receptive, approachable
- Polite
- Punctual
- Quick to get to the essence of the issue.
- Reliability
- Resourcefulness
- Responsible



- **Human Resources Items**

- Participate in corporate-sponsored professional development program.
- Comply with all office policies and procedures.
- Comply with office Performance Criteria.

- **Benefits**

Our current benefits package includes:

- Fifteen days of paid leave for vacation, personal, or sick leave to be accrued monthly including initial trial period.
- Six standard holidays: New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day which can be taken as holiday or banked for future PTO.
- Participation in corporate sponsored professional development events and activities.
- Group health insurance premiums partially paid by AltusWorks.
- Group dental and vision insurance is available, but premiums not paid by AltusWorks.
- Group long and short-term disability insurance, premiums paid by AltusWorks. Short-term disability insurance is offered as our maternity leave benefit.
- 401 (K) retirement plan with a 3% non-elective employer contribution and 2% annual discretionary profit sharing.
- Consideration for periodic discretionary bonuses based on firm and individual performance.

To apply, Submit documents to altus-info@altusworks.com

1. Statement of Interest
2. Resume
3. Writing Sample
4. Representative portfolio