



## PROJECT ARCHITECT/DESIGNER

**Location: Eugene, Oregon**

**Job Type: Full-Time (Optional Flexible Hours) with Benefits**

TBG Architects + Planners is a reputable studio-sized architecture and planning firm located in downtown Eugene, Oregon. Established in 1949, TBG has a service-centered practice with long-standing and valued client relationships. We have a diverse portfolio including project types such as medical, commercial, institutional, religious, adaptive reuse and urban design. Our devoted and talented team contributes to a collaborative setting in which all members are valued and encouraged to achieve their greatest personal and collective potential. TBG has three deeply ingrained core values that guide our firm's culture, business strategies and team's actions.

### **T**eam

**We are dedicated to creating inclusive partnerships to achieve common goals with better outcomes.  
We value and recognize each contribution.  
We take ownership and commit to finding solutions.**

### **B**alance

**We work hard in a healthy work environment and then go home.  
We commit to serving our clients, communities, and planet.  
We make decisions that will last longer than we will.**

### **G**oodness

**We make honesty and transparency the foundation of our actions.  
We engage everyone with humility and respect.  
We embrace change, learning and growth as individuals and a team.**

## Mission Statement

**Promote a culture of collaboration where people and places realize their full potential for the greater good in creating a positive community.**

TBG is seeking a talented and value-aligned Project Architect or Designer to join our team. We are looking for an architect or designer who has a strong work ethic and positive growth mentality committed to client service excellence and high-performance team-oriented results. As Project Architect/Designer, you will perform all aspects of architectural assignments with supervision and in collaboration with staff, consultants, team partners and clients. You will help ensure that projects are executed consistent with TBG's core values and client's aspirations, completed with quality outcomes on schedule and within budget. Accompanying the core values, we are looking for the following qualities – humility, discipline, passion and optimism, accountability for self, and dedication to reaching your full potential.

TBG encourages personal growth and professional development in a supportive, collaborative, and accountable team environment. Our core values support flexibility in the work environment where remote work/telecommuting is an option. We provide opportunities and incentivize membership to professional organizations, professional licensure, and community service.

## Essential Duties and Responsibilities

Overall:

- Embrace and model TBG core values and mission statement!!
- Follow TBG's procedures and systems
- Grow and contribute to TBG team and community's success

#### As Part of Team:

- Collaborate with team members, including outside consultants, in various aspects of design
- Perform architectural assignments (including design, technical, analytical and visualization tasks)
- Assist in developing and implementing work plans for all phases of design
- Lead small to mid-sized projects, or efforts within larger complex projects
- Write reports and prepare schematic design, design development and construction document drawings
- Support the resolution of design solutions during the construction documents and construction contract administration phases
- Research systems and materials and assist with developing specifications
- Attend site visits and client meetings, and deliver design progress reviews
- Assist Project Manager in meeting project budgets and schedules
- Ensure projects meet TBG standards for design, CADD, construction contract administration, graphics, etc.

#### Minimum Required Qualifications

- Minimum of 3 years of previous professional experience in the field of Architecture with progressive responsibilities
- Bachelor's or Master's Degree in Architecture or equivalent professional experience
- Familiarity executing projects through all phases of design (preliminary design, schematic design, design development and construction documentation) and construction contract administration
- Proven ability to efficiently and effectively meet deadlines
- Proficiency in MS Office, including Word, Excel, and Outlook
- Basic proficiency in AutoCAD
- Moderate proficiency in Revit

#### Preferred Qualifications

- Minimum of 5 years of previous professional experience in the field of Architecture with progressive responsibilities
- Proficiency in executing projects through all phases of design and construction contract administration
- Proficiency in Adobe Creative Cloud (InDesign, Photoshop, Illustrator)
- Advanced proficiency in AutoCAD and Revit
- Proficiency in SpecLink
- Knowledge of building materials, components, and systems
- Knowledge of sustainability tools and systems (such as LEED, Living Building Challenge, Passive House, etc.)

#### Professional Competencies

- Dedicated to intentional and accountable behavior and communication

Please send a letter of interest, resume and work samples or a link to your online portfolio by e-mail to Kristen Taylor at [ktaylor@tbg-arch.com](mailto:ktaylor@tbg-arch.com). Candidates with transferable skills and experience are encouraged to apply. TBG's website is currently under construction and not updated, so please contact Kristen to receive additional information on the firm.