

Job Information

Employer Name: Tawaw Architecture Collective

AAA Member : Yes No

Job Title: Architect

Job Type (F/T or P/T): P/T

Location(s): Remote (Alberta based)

Expected Start Date: Dec 1, 2020

Website Address: www.tawarc.com

Job Description

Tawaw Architecture Collective is based in Alberta and Arizona, and specializes in Indigenous design / placekeeping. The firm is developing a growing number of projects in Canada, and is looking for a Project Architect that would assist the team in managing our growth. We are unique in that we currently have five Indigenous designers employed in the firm, offering the lived experienced and cultural intelligence that many projects across Canada are now requesting. Toward this end, the candidate does not have to be Indigenous, but have a healthy interest in learning from the team our process or methodology. The firm is currently working on a number of housing and educational projects in three provinces (SK, AB, ON). As many projects are remote, some travel may be required (post-Covid). The candidate will be required to work remotely until Covid clears, and may be able to continue working remotely beyond Covid. The future office would be located in Calgary.

Qualifications & Skill Sets

We are seeking an Architect or a Project Architect for our Canada office. As the successful candidate you must be able to deliver professionally executed projects with high levels of technical competency. Your 8 plus years' professional experience combined with your excellent knowledge and project work on residential and educational (K-12 and/or university) developments, within the Alberta, Saskatchewan and/or Ontario market will assist the firm's growth. You will need excellent knowledge of the Building code, and a strong understanding of development application approvals, and come with excellent technical knowledge. You will be required to lead members of your team so mentoring is required. Strong command of English both written and verbal is required, plus strong ability to coordinate a team of consultants and municipal staff. Fluency in Revit skills is preferred or a strong working knowledge is expected.

Responsibilities:

- Work with the Architect/Project Manager in cooperation with project team members;
- Provide technical support with respect to the preparation of drawings and contract documents;
- Prepare construction drawing sets that conform to Alberta Building Code standards and municipal bylaws;
- Coordinate Architectural drawings with Sub-Consultant and / or Specialty Consultants work;
- Converse with consultants, clients and contractors throughout the project;
- Prepare required contract documents, minutes, and schedules;
- Monitor internal budgets, as well as project deliverables and schedules;
- Attend on-site visits and field reviews, providing direction to contractors and vendors as needed.

Contact Information

(Please indicate any documents which applicants are required to submit, i.e. portfolios, cover letter, etc)

Please submit the following:

1. resume
2. portfolio showing a minimum of 3 housing projects, 3 education projects and if applicable 3 First Nations projects; pls describing your role in each project (designer, design contributor/team, intern, project manager)
3. a link (or pdf) for a set of working drawings for which you directly supervised
4. 3 job references (ie. your 3 last supervisors) including phone number and email; pls confirm that the numbers/emails are working
5. 3 client references over the last 8 years; pls confirm that the numbers/emails are working
6. cover letter highlighting your strengths as an architect, and why you are interested a job that focuses on Indigenous design