BCA

BUILDING CONSERVATION ASSOCIATES INC

Position: Director
Location: Building Conservation Associates, Inc.
New York, NY

Building Conservation Associates, Inc. (BCA) is seeking a Director for its New York office. This is a full-time position based in New York City, with project work throughout the tri-state region. The Director serves as the primary operational and business development leader for the New York office.

The Director of BCA's New York Office is a key, senior staff position within BCA responsible for developing business, leading a diverse team of preservation and conservation practitioners, and directing projects. The Director reports to the President of BCA and will engage with other firm leaders to help drive its future.

About BCA

BCA is a nationally recognized consulting firm specializing in architectural materials conservation and historic preservation, with a significant project portfolio that includes historic landmarks throughout the United States and abroad. Founded in 1985, BCA just celebrated its 40th year in business, making it one of the longest established firms of its kind in the country. The firm is headquartered in New York City with regional offices in Boston, Philadelphia, Washington, DC and Detroit. The position advertised is in the New York office, although collaboration amongst the regional offices is a central part of the BCA work experience.

BCA offers a wide range of technical services related to the documentation, assessment, and conservation of historic buildings, including: historical research; preservation planning and regulatory compliance; field investigations; conditions assessments; materials analysis; preparation of construction documents; and construction phase services. Our client portfolio ranges from government entities (federal, state and municipal), to museums, to private owners.

BCA has an exceptionally experienced team of preservationists, conservators, architects, historians, and planners. Its senior staff members are widely published and have been individually honored with grants, fellowships, and other citations. BCA has won numerous awards for excellence in architectural conservation and historic preservation. BCA's work culture is centered on professionalism and dedication to producing high-quality work. The small firm size cultivates a collaborative and collegial team spirit within each regional office and across the entire company.

For more information on BCA, see https://bcausa.com/

BUILDING CONSERVATION ASSOCIATES INC
256 W 36th Street, 12th Floor, New York, NY 10018
MAIN 212.777.1300 FAX 212.777.1606
www.bcausa.com

BCA

Qualifications

For the Director position, BCA seeks an experienced preservation professional who is skilled at leading teams and projects, and who is also enthusiastic about pursuing new business opportunities and growing client relationships.

Primary responsibilities include pursuing new work and proposal development; managing existing clients and fostering new clients; and leading teams for often complex restoration and preservation planning projects. The Director is also responsible for managing BCA's technical staff in the New York office.

Candidates applying for this position should have the following qualifications:

- Master's Degree in Historic Preservation.
- A minimum of 10 years of experience in the preservation field. Because of the wide range of work that BCA undertakes, experience and capabilities in both architectural conservation and historic preservation planning is highly desirable.
- A strong interest in and experience with developing new client relationships, pursuing work and writing proposals.
- Exceptional skill in managing people and projects.
- Strong verbal and written communication skills, including demonstrated ability to communicate clearly with individuals with different understandings of preservation including property owners, non-profits, and government entities as well as other design professionals including architects, engineers, and contractors.
- Knowledge of historic preservation methods, procedures, and the ability to interpret and implement the Secretary of the Interior's Standards.
- Understanding of federal and local preservation ordinances and processes including NYC Landmarks.
- Demonstrated involvement in professional organizations including conference presentations, board memberships, volunteering, etc.

Compensation

BCA offers a competitive compensation structure composed of base salary and benefits. Base salary is determined through consideration of a candidate's qualifications, skills, competencies, and proficiency for the role.

An estimated annual starting base salary is in the range of $120,000-$130,000.

Benefits include:

- Health Insurance
- 401k (after one year employment)
- Short- and Long-Term Disability Coverage
- Paid Time off and Paid Holidays
- Professional development opportunities

How to Apply

Interested individuals should email a resume and cover letter to Dorothy Krotzer, President, at dkrotzer@bcausa.com. Candidates possessing the requisite qualifications will be invited to participate in an interview and those interviewed will be required to provide three references.

BCA is an Equal Opportunity Employer.