

Historic Preservation Specialist / Architectural Historian I

IS Architecture, San Diego, CA, 92037

Full Time - \$27-\$30/hr based on experience

IS Architecture, an award-winning architectural firm in San Diego that specializes in Custom Residential Architecture and Historic Preservation, is seeking a motivated and passionate historic preservationist to join our dog-friendly office in La Jolla. Our firm fosters a supportive, team-focused culture that values collaboration and creativity. We are dedicated to providing long-term career growth, offering leadership opportunities, mentorship, and an inspiring work environment.

The Position

The Historic Preservation Specialist / Architectural Historian I will work as part of a team focused on technical preservation studies, including historic structure reports (HSRs), determinations of eligibility, Section 106 findings, and local resource nominations. The role also includes helping review project work for its application of the Secretary of the Interior's Standards for the Treatment of Historic Properties. IS Architecture works with a range of client types, from individual homeowners and civic institutions to large government entities, primarily throughout Southern California and Nevada. We value critical thinking, creative problem-solving, and a passion for the details. The position requires occasional fieldwork and out-of-town travel.

Responsibilities

- Conduct online and archival historical research for HSRs, determinations of eligibility, Section 106 findings, and local resource nominations.
- Coordinate and execute as-built measurements and documentation of existing buildings.
- Conduct onsite field surveys and condition assessments of built resources.
- Draft technical reports for the built environment, including HABS documentation, HSRs, nomination reports, and condition assessments.
- Develop contextual analyses and statements for historic architecture projects.
- Organize and maintain the firm's archival materials and resources.

Qualifications

- Master's degree in Historic Preservation (preferred), or a Master's degree in Architectural History with coursework or training in historic preservation practice; or a bachelor's degree with two or more years of directly relevant professional experience.
- 2–3 years of professional experience.
- Qualification under the Secretary of the Interior's Professional Qualification Standards (36 CFR Part 61) for architectural history, history, and/or historic architecture is preferred.

Skills & Knowledge

- Working understanding of Historic Structure Reports, with some direct contribution to at least one.
- Direct experience with HABS documentation: has completed or participated in written history, measured drawings, or large-format photography components.
- Able to draft sections of a National Register (or state/local register) nomination with senior staff review.
- Working understanding of the Section 106 review process and basic NEPA awareness.
- Able to read and interpret architectural plans, drawings, and construction documents.
- Demonstrated comprehension and application of the Secretary of the Interior's Standards across a variety of resource and project types.
- Proficiency with Microsoft Office and Adobe Creative Suite; experience with Bluebeam Revu.
- Knowledge of building science or material science is a plus.

- Reliable transportation.

What IS Architecture Offers

An open and friendly, dog-friendly workplace that values work-life balance, with a hybrid in-office/remote schedule. IS Architecture is very supportive of participation in professional and community organizations, including the California Preservation Foundation, Docomomo US, NOMA, the Society of Architectural Historians, and local community boards.

- Hybrid work schedule – (Subject to reevaluation)
- Friendly and collegial atmosphere
- Medical and Dental benefits
- Nine paid holidays (includes one floating holiday)
- Paid vacation
- Sick leave
- SIMPLE IRA retirement plan, plus discretionary employer contribution
- Salary is commensurate with experience.

To Apply

Qualified applicants must submit the following, as PDFs, to be considered:

- Cover letter
- Resume
- Writing sample, no more than 15 pages, excerpts acceptable (e.g., CEQA findings/analysis, DPR form, or a significance/integrity evaluation)
- Three professional references with contact information
- Selected applicants will be asked to participate in a few short form writing exercises.

Please do not send general broadcast letters or portfolios.

Email your letter of interest, resume with references, and examples of your work to:

Malissa McGee, info@isarchitecture.com

Tel: 858-456-8555

www.isarchitecture.com

IS Architecture is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, gender identity, or sexual orientation. IS Architecture will not sponsor a new applicant for USA work authorization.