

## **HISTORIC DESIGNER 1 or 2**

Richaven Architecture & Preservation is a small, inclusive firm focused exclusively on future-proofing existing and historic buildings. Our clients range from local, state, and federal agencies to contractors and private owners and a wide variety of building types. Our focus is on preservation planning and technical preservation issues ranging from planning and feasibility studies to eligibility and nominations, condition assessments to full architectural services, compliance reviews, and other services related to historic buildings. Working with Richaven is exciting, dynamic, nerdy and for the insatiably curious.

### **POSITION SUMMARY**

An Historic Designer 1-2 is beginning to learn about or competent in historic architecture. They will perform assignments under the direction of a Principal. Performs work requiring independent judgment in evaluation, selection, and adaptation/modification of standard techniques, procedures and criteria. Independently solves problems encountered. An Historic Designer will be responsible for specific technical design aspects of an assigned project including investigation, evaluation, and recommendation of design solutions. Historic Designers provide consultation in the planning, design, and coordination of a range of sizes of complex projects. They make independent decisions on significant architectural problems and carry out complex assignments. Historic Designers will be responsible for the identification, research, planning, treatment, and preservation maintenance of historic and prehistoric structures.

Candidates that are local to the Seattle Metropolitan Area and available to work in the office are strongly preferred.

### **PRIMARY DUTIES AND RESPONSIBILITIES**

- Conducts and coordinates historic and prehistoric structure research projects related to the identification, documentation, analysis and evaluation, and treatment
- Conducts research involving historical documents, photographs, plans, drawings, and related items to develop knowledge about specific structures, sites, technical issues, and code issues
- Prepare investigation reports and bid documents, drawings and technical specifications
- Perform contract administration duties under various delivery methods
- Provide treatment recommendations and solutions for historic preservation design challenges
- Perform historic property inventories and surveys, historic structures reports, maintenance and preservation plans, facilities and building conditions assessments
- Routinely monitor and report on project statuses and challenges
- Excellent time management skills and ability to work within time and budgets available
- Other duties as assigned



## MINIMUM POSITION REQUIREMENTS

- Accredited professional Masters degree in Historic Preservation. Applicants with a Masters degree in Architecture with a Minor or Certificate in Historic Preservation will also be considered.
- 0-3 years of professional post-graduate work experience
- Self-directed with a willingness to interact as a team player and take independent initiative
- Excellent writing and research skills and attention to detail
- Ability to clearly convey information and ideas verbally and graphically
- The ability to quickly grasp new concepts and detailed technical knowledge
- Knowledge of theories, principles, practices, and techniques of historic preservation
- Ability and willingness to complete technical preservation tasks and administrative tasks
- Self-directed with a willingness to interact as a team player and take independent initiative
- Ability to travel outside of local (Seattle, WA) area to complete site visits and attend meetings
- Physical ability to conduct day-long site visits on varying terrain and weather conditions.
- A valid state driver's license and the ability to pass a government background investigation.
- Must be able to pass a pre-employment drug screening.

## PREFERRED QUALIFICATIONS

- Actively seeking licensure
- Demonstrated long term interest and passion in technical historic preservation
- Understanding of the Secretary of the Interior's Treatments for Historic Properties, National Register Criteria for Designation and Integrity, and character defining features and preservation-related policies, guidelines, laws, and regulations
- Understanding of a structure's physical attributes and materials and how to preserve them
- Excellent time management skills and the ability to work within time and budgets available
- Preservation planning, research and report writing, material conservation
- Proficient in Microsoft Office (Word, Excel, PowerPoint, Outlook), Autodesk products (AutoCAD and Revit), Adobe Creative Suite (Photoshop, Illustrator, and InDesign), ArcGIS, and Bluebeam
- Develop and maintain liaisons and effective working relations in a multi-disciplinary context with owners, consultants, architects, contractors and construction managers, agencies, and the public in both individual and group settings
- Creative problem-solving capabilities

## HOW TO APPLY

Interested candidates may submit cover letter, resume, portfolio, writing sample information to [admin@richaven.com](mailto:admin@richaven.com) with the subject line "Historic Designer 1-2." Phone calls and/or direct communications with Richaven staff may constitute grounds for disqualification.

Expected Salary Range: \$60k to \$80k Depending on qualifications

