Hord Coplan Macht

PLANNER/ ARCHITECT, BALTIMORE OFFICE

JOB DESCRIPTION

SUMMARY OF POSITION:
Hord Coplan Macht is seeking an Architect/Planner to join our growing planning studio in the Baltimore office. Our current list of projects includes community master plans, urban design, development feasibility studies, development entitlements and suburban retrofit/repositioning studies. The planner/architect position includes carrying out the preparation of planning documents and feasibility studies. Additional responsibilities may lead into client and project management.

RESPONSIBILITIES:
• Designs and manages planning and urban design projects in the Baltimore office, using creative thinking abilities and contributing to firm wide design excellence and problem solving.
• Develops, modifies and reviews drawings for planning and urban design projects, with an understanding of the relationship between design and feasibility.
• Strong understanding of the conceptual design of various building types including multi-family housing, retail and office.
• Strong conceptual site planning skills.
• Participates in managing client relationships.
• Implements quality control procedures to assure documents and design standards are met, and that regional and jurisdictional planning and site design requirements are addressed.
• Participates in public and client presentations.
• Actively promotes collaborative and innovative culture.

REQUIRED SKILLS AND COMPETENCIES:
• Strong commitment to the principles of the New Urbanism.
• Strong graphic skills and proficiency in Adobe Photoshop, InDesign, Lumion and SketchUp graphic software.
• Knowledge of AutoCAD and Revit BIM software.
• Ability to effectively communicate both verbally and in writing.
• Excellent collaboration and team work skills.
• Ability to effectively meet deadlines.

EDUCATION AND EXPERIENCE:
• Bachelor’s degree in architecture preferred, with 2 to 5 years of experience. Master’s degree in landscape architecture, architecture, or urban design will be a plus.
• State of Maryland licensure in architecture or on-track for licensure preferred.
• LEED AP or GA will be a plus.