



## **Job Opportunity: Associate Level Architect, Clawson Architects, Maplewood NJ**

### About Clawson Architects

Clawson Architects is a boutique architecture and interior design firm specializing in creating beautiful, functional high-end residential space that perfectly fits our clients' lifestyles. We are master architects and artists who provide premium quality architecture and design services in the NYC metropolitan area, Vermont, and Florida.

We are currently seeking to grow our team of dynamic, collaborative, and entrepreneurial professionals to meet the demand for our unique process and perspective. Our work has been recognized with AIA Gold and Silver medals, and by our clients, who value our expert ability to guide them through the process of creating one-of-a kind, architecturally authentic work that provides enduring value beyond their investment.

### Job Description

We offer the exceptional opportunity for a mid-career architect to become an integral part of the leadership team at Clawson Architects, with the potential to become a partner of the firm. Because of the small size of our firm and the custom nature of our work, the Associate Architect will have the ability for hands-on leadership of original, creative, exceptional-quality work.

The Associate Level Architect will oversee the development and execution of projects within the firm, including:

- Working directly with the Principals to develop and meet project schedules and budgets
- Acting as the Lead Architect in project meetings with clients, consultants and contractors
- Carefully guiding Assistant Architects to develop a unique and highly-detailed project through a defined process from the documentation of the Existing Conditions to Construction Administration
- Acting as a critical liaison between the Principal Architects and clients, and between all members of the office
- Consistently advocating for and overseeing high quality work
- Modeling leadership and facilitating interdependent teamwork

## Qualifications

### Professional Orientation

Successful candidates will be:

- Passionate about their work as an architect or interior designer
- Interested in growing rapidly within a fast-paced, hands-on, entrepreneurial environment
- Committed to excellence, function, beauty, and integrity in their work
- Positive, “can-do,” team-oriented professionals

### Education and Experience

- Licensed Architect with Master’s of Architecture
- Minimum 10-years of experience in high-end residential design and construction

### Skills

Successful candidates will possess demonstrated proficiency in:

- Leading projects with attention to relationships, teamwork, timelines, and budget
  - Developing and supervising an interdependent team of staff during all project phases
  - Managing and prioritizing multiple projects and work streams
  - Distilling complex sets of information into actionable principles for discussion with clients and other staff members
  - Communicating and collaboratively effectively with colleagues and principals
  - Developing and managing partnerships with clients and external contractors
- Overseeing and creating designs that are technically proficient, highly functional, and beautifully executed
  - Innovative problem-solver.
  - Ability to think and resolve designs three-dimensionally
  - Being resourceful, creative, and self-directed in obtaining information and input that facilitates project outcomes while leading an established and refined process
  - Designing across a range of scales and styles with knowledge of Classical Architecture a plus
  - Strong attention to detail from initial drawings through construction
  - Maintaining scrupulous attention to AIA contracts, legal, environmental, and safety concerns
  - Skillfully using AutoCAD 2015, Adobe Creative Suite, and Microsoft Office

## Compensation and Benefits

Clawson Architects offers competitive compensation and benefits, including:

- Salary commensurate with experience
- Health insurance
- Opportunity for profit-sharing
- Retirement contributions
- Reimbursement for work-related educational expenses

- Paid vacation, holiday, and sick days

## Contact

Please send all inquiries, cover letters and Curriculum Vitae to:

M. Rene' Clawson  
Clawson Architects, LLC  
145 Dunnell Road  
Maplewood, NJ 07040

(973) 313-2724

[rene@clawsonarchitects.com](mailto:rene@clawsonarchitects.com)