



Job Title: Project Landscape Architect

Location: Remote

Position Overview:

Working under the direction and supervision of a Project Director, you will initiate the design process by learning the client's needs, researching code requirements, and incorporating those needs and requirements into your design.

Those motivated by a desire to learn and take ownership of their assigned projects will find opportunities for professional growth within our organization.

Key Responsibilities:

- All work will be conducted under the direction and supervision of the Project Director assigned to the project.
- Research applicable codes, regulations, and design standards and become familiar with specific client design standards.
- Ensure the site layout complies with jurisdictional landscape codes and relay any potential deficiencies to the Project Director so they can discuss them with the client to avoid any potential comments from the plan reviewer.
- Research information on plants and materials readily available in the project locale as you produce plant and material schedules.
- Prepare a landscape code analysis for the project and annotate these requirements clearly on the plan, showing both 'required' and 'provided' quantities.
- Unless directed otherwise, assume planting plans will be designed to minimum code compliance while meeting client standards.
- Prepare designs and submit them to the Project Director for review. Based on the project director's comments, make any necessary design adjustments.
- Coordinate with clients, team members, and sub-consultants to ensure that designs are designed and implemented accurately and efficiently.
- Be aware of project deadlines and complete assigned tasks on time to help meet those deadlines.
- Participate, as requested, in project meetings with clients, design team, and/or contractors by listening, taking notes, and communicating when appropriate.

- Review and comment on plans prepared by other in-house designers and landscape architects, and once you are satisfied with them, apply your landscape architect's seal and signature to them.
- Stay informed about industry trends, best practices, and emerging technologies in landscape architecture.
- Other duties as assigned.
- To perform this job successfully, the successful applicant must be able to perform each of these key responsibilities satisfactorily. Reasonable accommodation may be provided to enable qualified individuals with disabilities to perform key responsibilities.

Qualifications:

- Bachelor's or Master's Degree in Landscape Architecture or a related field.
- Registration as a Landscape Architect within any U.S. state.
- Proficiency in AutoCAD and/or Land F/X CAD and modules.
- Basic familiarity with Microsoft 365: including Word, Excel, and Outlook.
- Exhibit effective verbal and written communication skills.
- Strong work ethic and commitment to quality, efficiency, and project budgets.
- Self-reliance and ability to operate independently with limited direction.
- Commitment to promoting the company's reputation through communication and work quality.
- Exhibit a strong sense of urgency when responding to clients, team members, and other design professionals.
- Ability to effectively manage multiple time-sensitive tasks for multiple projects.
- Ability to take direction from others and perform necessary tasks to meet project deadlines.
- Eagerness to ask questions when unsure or curious to unlock learning.
- Effective working relationships with internal team members, clients, and outside consultants.
- Aspirations to grow professionally and advance within the company.

Benefits:

- Competitive pay commensurate with experience.
- Flexible work schedule
- The comprehensive benefits package includes grouped paid time off (PTO), paid holidays, medical reimbursement, a 401k with match, and general and technology stipends.
- Opportunity to work on diverse types and sizes of projects across the United States.

Join Our Team: If the Key Responsibilities pique your interest and you meet or exceed the Qualifications listed, we encourage you to apply for this exciting opportunity. Please submit your resume, portfolio, and cover letter outlining your qualifications and design philosophy to careers@evergreendesigngroup.com. We look forward to the possibility of your learning and growing with our firm.

Equal Opportunity Employer: We are committed to creating a diverse environment and are proud to be an equal-opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.