

Principal

BCA Architects is currently seeking highly talented Principal-level individuals to lead our Sacramento, San Jose and Irvine offices. ***These leadership positions will be responsible for managing their own respective offices and will report directly to the President & CEO.*** He/she will be responsible for helping BCA Architects expand its presence in K-12, charter school, community college, commercial and civic architectural commissions throughout California. Applicants must have the mind of a creative strategist, the personality to network with prospective clients and significant experience in the design of public and private facilities. The successful applicants must also possess strong client leadership and project management skills and proven business development skills and passion, along with experience leading programming efforts and presenting early design phases to school boards and constituent groups.

Primary Responsibilities:

- **Business Development.** Work with BCA's President & CEO and Marketing & Business Development Manager to develop relationships with key strategic clients in the K-12, charter school, community college, commercial and civic markets throughout California. Create, grow and maintain client relationships and develop organizational relationships between BCA Architects and the client organization.
- **Marketing & Sales.** Collaborate with the marketing department to identify and respond to opportunities (coordinating with BCA's President & CEO as needed). Help develop the strategy and draft responses to Requests for Proposals/Qualifications (RFP/Qs), as well as participate in the preparation of content for interviews and presentations.
- **Project Leadership.** Coordinate the client design and budget objectives with the project design team to satisfy the client's goals. Do what it takes to get the project funded, contracted and started, and serve as the client leader for the BCA project team. Delegate project management to BCA Project Architect/Project Manager while still maintaining client relationship. Monitor project progress throughout project delivery.
- **Staff/Office Management.** Represent BCA through management of office staff and resources. Build and grow staff members, project types and physical office environment given the overall strategy defined by BCA's President & CEO and COO.

Job Description/Tasks:

- Create project designs and plans for all phases of projects and coordinate building design consultants, while monitoring the design intent from beginning to end.
- Coordinate with the Project Managers for budgeting, scheduling, planning, design, specification and working drawings on a given project with authority to direct, control and monitor the project's design.
- Perform work requiring independent judgment in evaluation, selection and substantial adaptation/modification of architectural design techniques, procedures and criteria.
- Independently solve architectural design opportunities.
- Initiate and monitor procedures for architectural design.
- Contribute information for architectural specifications, including consulting product manufacturers, evaluating, selecting and presenting materials and colors.
- Prepare and/or supervise the preparation of architectural plans through agency approval.
- Prepare and/or supervise the preparation of architectural renderings.

- Review architectural design related RFI's during construction and periodically visit construction site(s) to confirm design.
- Supervise multiple Job Captains and Designers on various projects concurrently.
- Oversee marketing/business development design tasks, such as the graphic design of collateral, web-based content and print media.

Qualifications/Job Requirements:

- Licensed Architect with 10+ years of related experience in public and private educational, civic and/or commercial design, including Department of the State Architect (DSA) experience
- Experience in OPSC and State grant qualifications and funding
- Experience in programming, schematic design and presentations to planning commissions, city councils, boards of education, community partners and various other stakeholder groups
- Knowledge of traditional project delivery, design-build and lease-leaseback delivery methods and related contract administration
- Proven ability to manage staff, human resources and project schedules, budgets and profitability

Skills & Traits:

- A strong, likable presence and interpersonal communication skills
- Key ties to the communities identified above through partnerships with local organizations and politics
- Positive attitude and ability to lead finance, human resources and culture building activities
- Strong design skills utilizing software like SketchUp, Revit, Photoshop and InDesign
- Strong verbal skills for presentations
- Strong proposal and written skills
- Intelligent, collaborative and articulate
- Ability to balance a broad scope of activities
- Strong management and leadership skills

Compensation & Benefits:

Salary: Commensurate with experience

We offer an extensive benefits package for this position, including:

- Medical/Dental/Vision
- Paid vacation, sick leave and holidays
- Life insurance
- Long-term disability
- Flexible Spending Account
- 401(K)
- Performance-based bonus
- Professional membership support and training opportunities
- Give-back program offering company contribution on employee behalf to qualifying non-profit organizations

Contact:

For more information or to submit a resume, please contact: Brian P. Whitmore, AIA, LEED® AP, President & CEO, at 916.254.5602 or BrianW@BCAarchitects.com. For more information on the firm, please visit

www.BCAarchitects.com.



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