



DIRECTOR OF COMMERCIAL ARCHITECTURE

- Are you a versatile architect with the talent and experience to create innovative and effective designs for commercial, research and development, manufacturing, and industrial facilities?
- Are you interested in joining a collaborative, community-based, design-oriented architectural practice dedicated to finding the best possible architectural solutions and delivering informed, responsive service?
- Do you want to work in a firm that is small enough to encourage every person to participate in all aspects of design and construction, but large enough to take on significant projects?
- At the end of the day, do you want to feel that you have not only had an opportunity to grow personally, but also to be recognized for your contribution in a team that includes clients, consultants, designers, managers, and staff?

About Withee Malcolm Architects

WMA understands that every city has its own culture. They have worked in dozens of cities and towns throughout the West, bringing fresh approaches to their projects while sharing a set of values that guides the work of the firm.

Embedded in the South Bay (Torrance) for more than 30 years, WMA has evolved into a 35-person design firm with an expanding leadership and diversified project base. They are an award-winning firm that specializes in the kinds of projects that are integral to their communities — commercial office, and research and development projects; tenant improvements; and high-density, multi-family, urban infill and mixed-use projects.

WMA has achieved healthy and steady growth as a result of the talent, commitment, integrity, and solid professional skills that they bring to everything they do.

Specific Responsibilities

- Initiating and maintaining client relationships
- Generating new business for Commercial Architecture
- Creating proposals that are effective and convincing
- Maintaining project budgets and schedules
- Managing staff relationships with fairness and encouragement, motivating people to excel in their efforts
- Leading, coaching, evaluating, and developing next-generation design talent
- Representing the firm at meetings and trade events for organizations like the AIA, NAIOP, and ULI
- Raising the firm's profile by speaking at conferences and writing articles for trade publications

Prerequisites

- Professional degree in Architecture
- Architectural registration in California and/or NCARB certification
- LEED Accreditation
- At least 15 years of experience in an architectural office working on commercial/industrial projects focused on building design and tenant improvements
- Superior graphic communication skills, both digital and manual
- Proficiency in AutoCAD (recent releases), SketchUp, Adobe Creative Suite, and Revit
- Working knowledge of local and state codes
- Excellent written and oral communication skills

In order to be considered for employment, applicants must be currently eligible to work in the United States and should be able to travel within the USA.

WMA would like to hear from YOU

If you are a creative, self-motivated individual who enjoys the challenge of participating in a dynamic team environment, and you have the qualifications required for this position, WMA would like to hear from you.

Preference will be given to local applicants (within the Los Angeles region). We will respond only to those applicants with whom we would like to move forward. No phone calls or drop-ins please.

To Apply for this Position

Please submit the following materials to **wma@talentstar.com**

- A dated cover letter, briefly summarizing your background and experience, as well as your objectives in applying for the position. The cover letter (and email) should include your contact information, including email address and telephone number.
- A clear, concise, current resume with education and professional experience, as well as academic, civic, and professional activities related to design, marketing, and leadership.
- Additional information, such as links to your website, online portfolio, or blog, plus accounts with LinkedIn, Facebook, Twitter, Instagram, Issuu, Pinterest and other curated sites.
- Representative examples of your work, with no more than five (5) projects, submitted in digital format. This should include your role on the project and the firm for whom you worked.

We will acknowledge receipt of applications and materials within a one-week period. We will contact those candidates with whom we would like to move forward, requesting additional examples or information about your work, as well as professional references.

Please do not submit your full portfolio, references, or letters of recommendation unless requested. All materials should be submitted as PDF, JPG, or PNG documents and will not be returned. We intentionally limit email attachments to 10MB or less. If your combined materials will exceed this size, please contact us before sending them.