



cultivating relationships | designing inspiring places | enriching communities

## Join the BOUDREAUX Team!

### Senior Planner: Town Planning/Urban Design

Columbia, SC

BOUDREAUX is seeking an experienced Town Planner/Urban Designer to help advance our commitment to cultivating relationships, designing inspiring places and enriching communities.

We invite you to infuse your design expertise, bold thinking, and passion for placemaking into our award-winning firm as we grow our thriving planning practice with a focus on local governments, higher education and church campuses, preservation, and community building.

We aspire for you to challenge us and share ideas and practices that are innovative while grounded in the needs of our clients and communities. The ideal planner/designer will be a creative and critical thinker, a designer, a team player in an open work environment, and will be enthusiastic about engaging personally with our clients and the communities we serve.

BOUDREAUX has a distinguished history in education, faith based, workplace, and local government projects. We promote design thinking, research and exploration in everything we do.

#### REQUIRED QUALIFICATIONS

- Bachelor's degree architecture, planning, urban design, landscape architecture or related field;
- Master's degree in complementary field is highly preferred
- At least 5-8 years of work experience in the planning and/or architecture
- Proficiency and experience with the functions and capabilities of Word, Excel and Power Point as well as specialized software used in urban design such as Adobe Creative Suite and SketchUp, Rhino, CAD and/or Revit, and/or rendering software; capabilities in ArcGIS/ArcView, mapping and analysis are strongly preferred
- Strong portfolio that illustrates personal design abilities, processes and production, writing and presentation samples
- Highly creative self-starter
- Strong presentation and written communication skills; experience speaking publicly and making effective presentations
- Ability to complete tasks in a timely fashion under minimal supervision and to work on multiple projects simultaneously
- Ability to work well in teams with a diverse mix of community stakeholders, staff, elected and appointed officials
- A positive attitude and willingness to recalibrate for new project opportunities
- Demonstrated passion for collaboration and creatively considering different solutions

#### ICING ON THE CAKE QUALIFICATIONS

- Effective visual storytelling skills
- Experience in managing all phases of planning projects
- 5-7 years of work experience in the planning and/or architecture
- Experience as an effective and inclusive facilitator
- Desire to develop as a leader in the firm and in the profession
- Experience working with local government
- Experience in or understanding form-based codes, design guidelines, comprehensive plans, and codes and ordinances
- AICP Certification (or working toward certification) or is preferred; AIA licensure (or working toward) is acceptable

#### RESPONSIBILITIES

- Work with the Director of Planning and other project managers to support and contribute to the design, planning, documentation, and implementation of planning projects and other projects in the office as needed
- Help nurture client relationships, existing and new
- Assist with public meetings, community outreach, charrettes, and client presentations
- Conduct data research and analysis
- Travel as needed (driver's license required)
- Contribute to the esprit de corps, the intellectual energy and the creative culture of BOUDREAUX.
- Elevate the impact of inspired design and planning with each project.

**Reports to:** Director of Planning and Principal-in-Charge

**Location:** Columbia and will support the work of our Charlotte studio

Show us your creativity and expertise and share how you will elevate our flourishing planning practice. This is a full-time position with a firm that values family, community involvement and personal well-being. Salary + benefits is competitive and reflective of experience.

Please electronically submit your cover letter, resume, references, and portfolio (design, planning, writing samples, and other creative work) to our President, Heather Mitchell, at [jointheteam@boudreauxgroup.com](mailto:jointheteam@boudreauxgroup.com).