

Historic Preservation Specialist - Full time

IS Architecture is a collaborative studio celebrating 30 plus years of award-winning custom residential and historic preservation planning and architectural services. Our studio is known for our staff's expertise as Historic Preservation Architects and Cultural Resource Environmental Planners. Our firm has been acknowledged as a leader in California with over 80 awards, including AIA California's Distinguished Practice Award for Historic Preservation. Our firm's vision is to create a society where innovative and sustainable planning and architecture respect the context of our built environment.

We are seeking a motivated historic preservation specialist to join our La Jolla, dog friendly office. Our firm's culture encourages a supportive, teamwork environment, arriving at project excellence through open and shared creative processes. We are committed to creating long-term career opportunities by providing leadership and mentorship in an inspiring environment.

www.isarchitecture.com

Position: Historic Preservation Specialist

The Historic Preservation Specialist position will work collaboratively with the Historic Preservation Architectural Staff and Principal. They will work on technical preservation studies, including historic structure reports, determinations of eligibility, Section 106 findings, and local resource nominations. IS Architecture frequently has a range of client types—from individual homeowners and civic institutions to large government entities, and we work primarily throughout Southern California and Nevada. We value critical thinking, creative problem-solving, and a passion for the details. Your contribution is vital to our purpose of shaping our community and environment by enriching the human experience, conserving resources, and respecting heritage.

Job Requirements

- BA or BS degree, in related field
- Masters of Historic Preservation or equivalent
- Qualified under the Secretary of the Interior's *Professional Qualification Standards* (36 CFR Part 61) for history, architectural history, and/or historic architecture.
- Outstanding historical research, analytical, and technical writing skills
- Demonstrated comprehension and experience applying the *Secretary of the Interior's Standards for the Treatment of Historic Properties* to a wide variety of resources and project types.
- Proficient in Microsoft Office Suite and Adobe Creative Suite

Responsibilities / Job Activities

- Write historic preservation technical reports for the built environment including HABS documentation, Historic Structure Reports, nomination reports (for local, state, and national registers), built resource condition assessment reports, historic preservation treatment plans, etc.
- Conduct historical research online and in local archives/repositories, carry out field surveys, condition assessments, and recordings of built resources
- New client interviews and client management
- Proposal writing and RFP responses
- Represent the firm at networking, marketing, and professional development events (with principal's approval)
- Excellent oral and written skills, give lectures, seminars, or workshops on preservation topics (with principal's approval)
- Ability to manage time efficiently while working on multiple tasks, communicate clearly and collaborate on multiple projects
- Occasional overnight travel (up to 15%)

Preference will be given to applicants with the following:

- Experience with the CEQA process and technical documents
- Experience with the Section 106 process and technical documents

- Experience with Caltrans built environment documentation
- One or more successful San Diego local or county designations and/or National Register designations

What IS Architecture Offers

In addition to an open and friendly workplace that values a work-life balance and a dog-friendly office, this full-time position offers a hybrid work environment. IS Architecture is very supportive of participating in professional and community organizations, including the California Preservation Foundation, Docomomo US, NOMA, Society of Architectural Historians, local community boards, and others.

Qualified applicants must submit the following to be considered for this position:

- Cover Letter
- Resume
- Writing sample
 - No more than 15 pages, excerpts acceptable
 - Example: CEQA findings/analysis, DPR form, significance or integrity evaluation
- Three professional references with contact information

Benefits: (Full-Time Employee)

- Paid vacation and sick time
- Paid holidays
- Group Medical/Dental insurance stipend
- Salary commensurate with experience
- Simple IRA retirement plan

Additional Information

- General broadcasted letters and portfolios will not be considered.
- IS Architecture is an Equal Opportunity. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, gender identity, or sexual orientation.
- IS Architecture will not sponsor a new applicant for USA work authorization.
- Out of region candidates may apply, though compensation for relocation will not be considered.
- All recipients who receive an offer of employment from IS Architecture, will be required to submit to a background screening.
- IS Architecture offers hybrid in-office/remote work. Subject to change.
- Mandatory that all employees be fully vaccinated against COVID-19.

Email your resume with all the attachments listed above to:

Malissa McGee
info@isarchitecture.com
www.isarchitecture.com

Salary - \$66,560/yr