

# project architect



## about us

f-BLOK architecture is an architecture and interior design studio based in Winnipeg, MB. Our group shares a common interest in the built environment, emphasizing place-making that is inclusive, meaningful, and respectful. We are a young firm with a lot of ambition and room for growth. f-BLOK will be a different company in a few years because you are going to help change it for the better.

We are on the hunt for a Project Architect to lead projects and teams in Manitoba and beyond. The Project Architect will be tasked with overseeing and coordinating architectural projects at a variety of scales including assessments, studies, extensive renovations, and new builds. This position will ensure our team is operating as a well-oiled machine, working together and fostering high collaboration while continuously moving forward. This person is a world-class communicator, an agile coordinator, and a master at execution. They will play a key role within our internal teams - promoting ongoing learning and excellence in management, creative and technical execution, and clear communication. The Project Architect is reliable, adaptable, collaborative, and passionate about advancing architecture, while having fun pushing the creative boundaries of themselves and those around them.

All full-time employees have access to comprehensive benefits, including our health spending account and wellness spending account. Additionally, all employees are eligible to participate in f-BLOK's profit-sharing plan.

## about the position

- Work as part of a collaborative team of architects, interior designers, technologists, consultants, contractors, and owners.
- Act as lead architect and/or project manager on a variety of supportive housing, First Nations, sustainable, inclusive design, and workplace projects.
- Contribute to the overall culture and trajectory of the firm.
- Responsible for ensuring design and technical quality and responsiveness of each project/ solution.
- Conduct evaluations of existing building conditions and documentation of building components through measurement tools, photographs, written descriptions, and data worksheets.
- Producing comprehensive reports, including descriptions of existing conditions, building code reviews, recommended actions, and proposed costing.
- Develop and execute firm-wide strategies and processes to elevate the work of the firm.
- Oversee, produce, coordinate, and manage full multidisciplinary design and construction document packages and teams, as well as perform contract administration.
- Communicate with the office and share lessons learned, best practices, and new materials on a regular basis.
- Mentor team members and up-and-coming architects/interior designers.
- Advise on software and technology investments that support building performance innovation and efficiencies within the firm.
- Salary Range of \$75-90K, to be negotiated based on value brought to table, pertinent to f-BLOK.

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## about you

- You are a Registered Architect or in the process of becoming one.
- You have 5+ years experience in an architectural office or similar.
- You are passionate about making a difference in the world and pursuing thoughtful solutions grounded in environmental, economic, cultural, and social sustainability.
- You have knowledge and experience working with non-profits, community groups, and Indigenous groups.
- You have interest working in collaborative construction contract models.
- You find opportunity in constraint - maximizing value. You work within the “bucket”.
- You understand user experience from multiple perspectives and abilities.
- “Quality” is not just about design; it considers long-term performance and functionality.
- You have a keen eye for detailing and carrying design execution through all stages of projects.
- You are proficient in BIM software and embrace the right technology for the task at hand.
- You double check your work and welcome the feedback or review of a team member.
- You are passionate about delivering high quality client service, design excellence, and technical expertise and you love nothing more than your hard work paying off through a successful team project.
- You meet deadlines, no questions.
- You are equally able to work alongside a team as you are able to take full ownership of a project from start to finish.
- You believe in thoughtful consideration on how the built environment affects the overall environment, the health & wellness and the social participation of those that occupy each space, and are eager to pursue inclusivity and accessibility for all, always.
- You always follow up and follow through on time.
- You have a strong knowledge of the National Building Code and codes applicable in other jurisdictions across Canada.
- You have a keen understanding and interest in building science and construction methods.
- You excel at leading client meetings and can easily articulate ideas and technical solutions.
- You are detail-oriented but also have an exceptional ability to see the big picture and beyond.
- You have wild ideas and the skill, drive, and fortitude to execute them.
- You are comfortable with minimal direction and are self-directed.

Across the board, we value highly collaborative people - people who work with an open mind, who can deconstruct problems on the fly, who will simultaneously be inventive, iterative, and have the fortitude to see the idea through in an efficient way. Fundamentally, we look for teammates who embody f-BLOK’s Foundational and Organizational Values and who will push us to grow and be better for it.

## how to apply

Interested applicants are encouraged to forward their cover letter, resume, and references, in confidence, to [info@f-BLOK.ca](mailto:info@f-BLOK.ca). Application deadline is Dec 10, 2023.

We encourage applications from qualified individuals with diverse backgrounds, including but not limited to, racialized or visible minorities, Indigenous peoples, individuals with disabilities, those facing marginalization, and people of all sexual orientations and gender identities. If you belong to a marginalized community, we invite you to indicate this in your application.

Only candidates selected for an interview will be contacted. We thank all applicants for their interest in f-BLOK architecture inc.

Our foundational values were generated by the firm leaders and founders, and they articulate the values we hold as a firm and as an organization.

Feel free to hold us accountable to these values when you believe the firm is acting out of sync with them. We also welcome any ideas for ways we could more fully enact on them.

**adaptable**

We are adaptable and are comfortable navigating ambiguity. We translate problems and ideas into actionable processes and solutions. Our process relies on open, candid dialogue to understand the core of the problem we are solving.

**growth**

We actively analyze, reflect, and improve upon existing approaches, systems, and solutions. We embrace questioning, feedback, and have a growth mindset. We will never settle in our pursuit—as individuals and as an organization—to learn, drive out inefficiencies, and redefine boundaries.

**inclusionary**

We believe in the power of multiple perspectives and lived experiences. We work to bring these perspectives to the decision-making table and create environments that are inclusive, constructive, meaningful, and respectful.

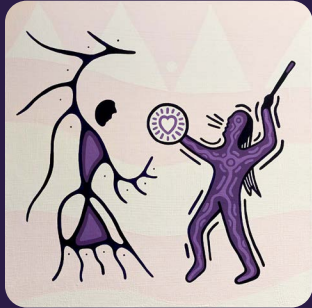
**building**

Our ideas are not precious. We share, sketch, debate, and build upon them—internally and with expertise and community beyond. We have a responsibility to connect ideas, people, and policy makers, and create conversations on how we build a better world. Our work is bigger than us.

foundational

Our organizational values were generated by our team in 2021. They are intentionally spoken in the first person. We hold each other accountable to the values stated below, and when needed, we remind each other of these commitments.

I ask questions to learn and listen to understand.



I begin with trust and provide an unguarded approach.



I uncover purpose and forge intentional solutions.



I value input and advocate for differing perspectives.



I adapt my role for the success of the team.



I take initiative, and work through challenges.



Artwork commissioned by Oji-Cree Artist Jordan Stranger/Tootem Doodem

# organizational