



TITLE:

Intern Architect / Designer

JOB DESCRIPTION:

Risepointe (www.risepointe.com) is a fast-growing architecture and owner's rep firm that specializes in helping churches and non-profits develop beautiful and missional places of worship. We have staff in Seattle and Chicago. Our 'typical' client is a relevant, community centered church that needs more/better space to match who they are. Every project is unique and we have the awesome responsibility of carrying the project from conceptual sketches, all the way to construction. Our small team is tight, we have a lot of fun, work hard and are flexible to family and recreational time.

The Intern Architect will be part of the architecture studio, providing design deliverables from concept through design and construction. Broadly this will include architectural design, visualization and documentation through modeling, drawing and presentation. The intern must demonstrate a willingness to learn and be ready to accept challenges that will teach them new skills and capabilities that will benefit them throughout their career. As part of the team this will require collaboration to complete early design guidance packages, design development and construction documents not excluding construction administration.

QUALIFICATIONS:

- Fulfill the duties required of Risepointe staff as outlined
- Be a person of character in all aspects of professional and personal life.
- Bachelors degree preferably in an architectural or building related discipline.

KNOWLEDGE AND SKILLS

- Strong technical capabilities to manage numerous projects at the same time from start to completion.
- Proficiency or willingness to learn; Autodesk Revit, AutoCad, Adobe CS, Sketchup,
- Strong 3-D modeling and visualization experience
- Auto CAD drafting and working knowledge of architectural drawing standards.
- Sketching: conceptual designs, elevations and perspectives. The ability to quickly convey an idea through drawing.

SPECIFIC DUTIES & RESPONSIBILITIES:

- Responsible to assist in all phases of projects – from inception to completion
- Track and communicate issues and risks to project parameters
- Use of design and documentation tools to effectively communicate project details
- Collaborate on multiple projects simultaneously.
- Develop concept design and final design package as defined by project contract
- Site visits including travel to ensure project parameters and quality.
- Work with church leadership and other project stakeholders to understand project requirements
- Facilitate discussions with internal departments to define scope of work

Schedule: Monday - Friday

Hours: 45+ per week (must be available for misc. special events, church meetings, etc. as needed)

Travel: May include occasional travel to job-sites throughout the county. Expenses Covered.

Vacation: One Week Paid Time Off plus one week at Christmas and other holidays