

## **Director of Sustainability**

PBK Architects [15 reviews](#) - Houston, TX 77046

The position of Director of Sustainability will assist in managing the firm's sustainable design efforts for projects, including certification processes such as LEED, CHPS and client specific high performance efforts. The successful candidate will serve as a subject matter expert to project teams and staff, providing information and expertise regarding sustainable ideas, systems and products, while coordinating with project teams to ensure an integrated design process. In addition to project responsibilities, the director will plan and implement internal initiatives including, but not limited to: the integration of sustainability into design; tracking and reporting key performance metrics; growing the sustainable consulting practice in both scale and breadth; staff training; resource development; and promoting corporate responsibility across the firm's operations.

### **Responsibilities:**

- Provide technical guidance including but not limited to: macro and micro site analysis, energy and daylighting simulations, water efficiency calculations, materials recommendations, and drawing and specification review.
- Champion goals and performance targets and provide building design and construction assistance to project teams.
- Research and present green building strategies and analyses to clients and design teams
- Prepare and facilitate planning charrette
- Coordinate green building certification system efforts from beginning to end
- Help with/review project specifications and drawings to meet certification requirements.
- Coordinate certification documentation through submission.
- Develop and present topics for staff education and grow firm-wide resources aimed at promoting a better integration of high performance and health strategies
- Assist clients with developing sustainability programs and initiatives outside of a certification system's framework.
- Create accurate and detailed reports for clients and management.
- Maintain knowledge of all state and federal regulations and relevant professional standards.

### **Qualifications & Experience:**

- Degree in engineering, architecture or related field with 5-10 years of relevant professional experience.
- LEED Accreditation with specialty with a minimum of three years' experience managing sustainability certification processes. Knowledge of multiple sustainability rating and certification systems preferred.
- Experience developing and implementing sustainability concepts and strategies as demonstrated through actual project or program work
- Proven effectiveness coordinating with contractors, architectural teams, and consultants.
- Proficiency with Microsoft Office Suite with familiarity of AutoCAD or Revit preferred.
- Experience with advanced simulation modeling software preferred.
- Knowledge of resilient design, material health, and social sustainability issues a plus.
- Comfortable with public speaking and networking.
- Excellent writing skills.
- Capable of working with minimal supervision.
- Analytical thinker with strong problem solving skills.

- Detail oriented and organized with proven experience in managing multiple projects simultaneously.

Job Type: Full-time

Required education:

- Bachelor's

Required experience:

- Autocad or Revit: 1 year
- relevant: 1 year