



ArchitectureWorks, LLP was founded by Richard Ireland “Dick” Pigford, FAIA in 1995, and is now led by his son Jay Pigford along with partners Cindy Coyle, Bruce Lanier, Jessica Hughes Bennett, and Roger Mainor. Our firm is based in Birmingham, Alabama and is dedicated to the craft of our profession and providing excellent service to our clients. We create memorable places by exploring the dialogue between architecture, its context, and the people who dwell within. We believe that an inclusive, collaborative design process is essential to the success of each project. As stewards of our environment, we value opportunities to implement sustainable design principles with our clients. We continually endeavor to make a positive difference in the world through our work, our client relationships, our commitment to community, and our respect for the natural environment.

We are seeking an interior designer with marketing skills for full time employment.

Resumes and portfolios should be sent to careers@architectureworks.com

Interior Designer + Marketing Coordinator (5-10 years’ experience)

- Seeking a self-motivated Interior Designer with 5-10 years’ professional experience who can also lead the marketing effort of the office. This is a dual role. Approximately one half of the work is project interior design, and one half is marketing, office standards, and other non-project tasks. Qualifications include:
 - Professional Bachelor’s or Master’s Degree in Interior Design or Architecture; a CIDA-accredited program is preferred
 - NCIDQ certification is required.
 - Ability to work collaboratively with a team, and to set task priorities without excessive supervision
 - *Interior design* –
 - Ability to develop furniture, finish, and lighting concepts from the project design concept
 - Ability to write and maintain specifications for furnishings and finishes

- Ability to manage the office library of material samples and product literature
- Ability to set and maintain the office standards for furnishings and finishes
- Ability to coordinate meetings with vendors and product suppliers, which includes product presentations to the office
- Ability to prepare a furniture and finish budget, and to review it with the client
- *Marketing –*
 - Ability to prepare responses to requests for qualifications and requests for proposals
 - Ability to keep the firm profile, the project sheets, and the staff resumes current
 - Ability to design and produce client presentations and interview materials
 - Ability to prepare design award submissions
 - Ability to maintain the firm website and social media, and to coordinate project photography
- *Software –*
 - Proficiency in Autodesk Revit is required.
 - Proficiency in the Adobe Creative Suite, which includes InDesign, Photoshop, and Illustrator, is required.
 - Experience with SketchUp, Enscape, or similar visualization software is preferred.