



## Director of Design

AP+I Design is seeking a Director of Design to play a pivotal role in our Mountain View studio.

### About AP+I Design

AP+I Design is a woman-owned architectural, planning, interior design and environmental graphics design firm. We are passionate, client-focused, collaborative and fun! Joining our team requires the ability to put our client's interests first by developing innovative design concepts and custom solutions tailored to each project.

Our clients' diverse viewpoints are catalysts for our ideas. We are artists at heart. We work hard to discover and establish visionary design principles, from concepting through the intricacy of every detail. We are creators of interior environments for organizations — ranging from those freshly emerging into the market to those maturely established across multiple locations. We provide services for our clients in both global and domestic locations.

The ideal candidate for this position is highly responsive with a client-focused work style and a strong background in commercial interiors projects. He or she will lead a team to develop and execute innovative design within a collaborative studio environment.

If you're interested in leading our design efforts and being a key design champion within our studio — we'd love to talk to you!

### What Our Expectations Look Like...

- Self-motivated, collaborative and a strong mentor
- Understanding of market trends + industry knowledge relative to our client base
- Able to create and develop overall design concepts, design presentation strategies and provide creative and process leadership throughout all phases of projects
- Actively involved in new business development, marketing efforts and key industry events including managing existing client relationships and developing new ones
- Use of advanced knowledge to work directly with clients and the internal team to lead the visioning and design of projects with a collaborative approach
- Mentor and contribute to a creative studio culture by promoting design excellence
- Be a primary design voice representing AP+I with clients, vendors and consultants
- Have a keen attention to detail and an awareness for creative and thoughtful design
- Engage clients/owners in the design process through relationship building and responsive communication
- Coordinate technical solutions with consultants + vendors to ensure seamless integration of the interiors with site, architecture, building systems, lighting, technology, acoustics and furnishings
- Craft and participate in Request for Proposal responses including firm collateral and authoring fee proposals
- Lead and collaborate with others in developing training and mentorship programs with emphasis on design
- Lead and collaborate with others to create an efficient and effective design process that engages all staff
- Create and promote an environment that encourages the exploration of ideas within the cultural parameters of the firm and the needs of the client
- Contribute to and facilitate the effective and consistent use of design and graphic standards to establish and reinforce the AP+I brand on all design material that leaves the office in all forms
- Create in-house initiatives to continue bringing thought leadership to the forefront

- Manage and run Senior Designer Forum meetings
- Collaborate with Principals, Associate Principals and Project Managers to assess project and client design needs, staffing, budgeting, project schedules and to establish effective communications
- Proactively act as an advocate for design by supporting the team throughout the life of a project

## Preferred Qualifications:

Relative professional experience will be considered, however there is a strong preference is for the following:

- 15+ years professional experience with a proven track record leading the design of small, medium and large-scale projects for various clients such as corporate headquarters, workplace, commercial, or mixed-use projects.
- Degree in Interior Design or Architecture
- NCIDQ Certification (preferred)
- Active knowledge of sustainable design practices related to LEED, WELL, FitWel, etc.
- Experience in actively directing project teams with large workplace projects around 200,000 sq. ft.
- Experience creating and developing overall design concepts and formulating design presentation strategies with an understanding of design trends
- Strong, persuasive communicator with excellent verbal presentation skills and the ability to communicate complex design concepts to clients
- Knowledge of the total project process including fee and team management, schedules and budgets
- A sense of business acumen to advise and guide clients as required
- Excellent analytical and problem-solving skills
- Ability to develop collaborative relationships across the firm, with clients, and with other key constituents
- Strong leadership and management abilities with a desire to mentor team members including excellent and effective skills to offer guidance
- Outstanding graphic presentation skills
- Ability to use 2D/3D software, including AutoCAD, Sketch up, Photo Shop, InDesign, Illustrator and Microsoft Project - Use of REVIT a plus

## How to Apply:

This is a full-time position with a complete benefits package. Compensation is based on skills and experience. Please send resume and samples of design work (10 MB max) to [info@apidesign.com](mailto:info@apidesign.com).

This is an onsite job.

AP+I Design is an Equal Opportunity Employer.

Applicants must be eligible to work in the United States.