The University of Miami has a great opportunity for a Florida Licensed Sr. Architect to work at our Coral Gables Campus in Miami, Florida.

The Sr. Architect oversees and plans all architectural aspects of construction projects. Specifically, the Sr. Architect compiles data, and completes architectural assignments.

To Apply: visit our Career site at Miami.edu/Careers, keyword search: R100100876

Link: https://umiami.wd1.myworkdayjobs.com/UMCareerStaff/job/Coral-Gables-FL/Sr-Architect--Coral-Gables-campus-_R100100876

DEPARTMENT ADDENDUM (specific to Coral Gables campus)

Department Specific Functions

- Manage and oversee architects, engineers, and consultants to ensure compliance with University standards, budgets, schedules, and project objectives.
- Lead and facilitate design reviews, providing recommendations to the University Architect and project stakeholders.
- Support the development, maintenance, and implementation of campus design standards, guidelines, and architectural review processes.
- Coordinate with internal stakeholders, regulatory agencies, and external consultants to advance project approvals and successful project delivery.
- Ensure projects align with the University's mission, campus character, strategic objectives, and long-term master planning goals.
- Monitor project quality, design excellence, budget adherence, schedule performance, and operational impacts throughout project execution.
- Serve as a trusted advisor to the University Architect on planning, design, and campus development

Experience

- Minimum of 10 years of progressively responsible experience in architecture, campus planning, facilities planning, or institutional development.
- Experience serving as an Owner's Representative or in a similar role within higher education, healthcare, government, or other large institutional environments.
- Demonstrated experience leading projects through planning, programming, design, construction, and occupancy.

- Experience managing design consultants, RFQ/RFP processes, contract administration, and design governance reviews.

Technical Knowledge

- Strong knowledge of Florida Building Code, life safety, accessibility, zoning, and permitting requirements.
- Understanding of campus planning, sustainability, resiliency, and capital project delivery.
- Familiarity with budgeting, cost control, project scheduling, and design standards implementation.
- Software knowledge: Revit, AutoCad, Bluebeam Revu, Microsoft Project and Adobe suite. Visualization and Modeling desirable.

Leadership Qualifications

- Ability to interpret and implement campus planning and design standards.
- Strong stakeholder engagement, communication, and presentation skills.
- Proven ability to manage competing priorities while supporting long-term institutional objectives.
- Experience collaborating with municipal agencies, regulatory authorities, consultants, and campus stakeholders.
- Strong leadership, negotiation, facilitation, and problem-solving skills.
- Ability to work effectively in a collaborative, matrixed organization.

Education:

Bachelor's Degree or equivalent required

Certification and Licensing:

Licensed Architect in the State of Florida

Experience:

Minimum 10 years of relevant experience

CORE JOB FUNCTIONS

- Evaluates initial project requests. Coordinates and develops proposed projects' scope and fees with design consultants.
- Prepares project estimates and architectural plans as assigned.
- Oversees project coordination with the construction team, to include aesthetics reviews, interior and exterior.
- Provides overall guidance on project objectives and concepts.
- Evaluates and reviews programmatic space planning needs and related reports.
- Inspects structures in the field. Writes specifications, coordinates with material manufacturers, and inspects raw materials.
- Manages, coordinates, and implements Interior Design Guidelines, Interior Signage Standards, University Building Standards, and the University Building Paint Palette.
- Selects, evaluates, and implements architectural procedures and techniques to use in the completion of projects.
- Approves final specifications and ordered materials.
- Develops and endorses green building policies, construction standards in support of University sustainable goals.
- Assists project managers with permitting processes.
- Adheres to University and unit-level policies and procedures and safeguards University assets.

This list of duties and responsibilities is not intended to be all-inclusive and may be expanded to include other duties or responsibilities as necessary.

CORE QUALIFICATIONS

Education:

Bachelor's Degree or equivalent required

Certification and Licensing:

Refer to department description for applicable certification requirements

Experience:

Minimum 10 years of relevant experience

Knowledge, Skills and Attitudes:

- Skill in completing assignments accurately and with attention to detail.
- Ability to analyze, organize and prioritize work under pressure while meeting deadlines.
- Commitment to the University's core values.
- Ability to work independently and/or in a collaborative environment.

The University of Miami is recognized as one of the nation's premier research institutions and academic health systems and is among the largest employers in South Florida.

With more than 20,000 faculty and staff, the University is committed to excellence and guided by a mission to positively impact the lives of students, patients, and communities locally and globally.

We are dedicated to fostering a culture where every individual feels valued and empowered to contribute meaningfully. United by shared values, the University community works together to build an environment defined by purpose, collaboration, and service.