

BORA



Project Manager

Bora Architecture & Interiors is seeking an energetic, self-motivated project leader who shares our passion for design and our commitment to health, equity and sustainability. We are excited for you to join our growing studio in Portland, Oregon.

Candidates should demonstrate the capacity to lead teams through the design process for mid to large scale institutional projects from concept to construction. We are looking for architects who have experience managing teams and working closely with clients on education projects, whether for K-12 or higher education. Candidates should have a broad understanding of the profession, leveraging their skills, knowledge and mentoring abilities to achieve outstanding design results for clients and impactful learning opportunities for junior staff.

Qualifications

- Accredited degree in architecture
- 12+ years professional architecture experience including significant K-12 and/or higher education projects
- Capacity to manage complex projects
- Excellent verbal and written communication skills
- Ability to build positive and productive relationships with clients
- Preferred software skills include Deltek, Office and Bluebeam plus familiarity with Revit and InDesign
- Knowledge and curiosity for high performance sustainable design
- Familiarity with jurisdictional review processes
- Commitment to equity, inclusion and design justice
- Strong leadership, organization and time management skills

Responsibilities

- Manage project teams to guide overall progress toward milestones
- Establish and maintain project schedules and staffing work plans
- Negotiate fees and scopes of work with clients and consultants
- Maintain mentoring relationships with junior staff
- Participate in business development activities including preparing proposals and interviewing for new commissions
- Lead clients, building users and community groups through programming process
- Collaborate with clients, consultants and contractors in support of project design goals

Compensation and Benefits

We care about the wellness of our staff's whole person and are proud to provide a robust benefits package which includes:

- Comprehensive medical, dental and vision insurance
- Flexible Spending Account
- [Paid Family Leave](#)
- Traditional and Roth 401(k)
- Use of the [Bora Beach House](#)

To Apply

Please send your letter of interest, resume and portfolio to careers@bora.co. In order to counter implicit bias in our recruitment process, we ask that candidates not include head shots in their application materials.