



**NATIONAL CENTER FOR STATE COURTS**  
invites applications for the position of:

## **Senior Court Facility Planner/Architect**

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**SALARY:** Depends on Qualifications

**OPENING DATE:** 05/02/17

**CLOSING DATE:** 05/26/17 05:00 PM

### **JOB SUMMARY:**

The National Center for State Courts (NCSC) is an independent, non-profit court improvement organization. NCSC's services--consulting, information services, research, education, association management and technical--are focused on helping courts plan, make decisions, and implement improvements that save time and money, while ensuring judicial administration that supports fair and impartial decision-making.

The Court Services Division of the National Center for State Courts is seeking to fill a full-time senior facility planner/architect position in its Denver, Colorado office. The selected candidate will be working with an experienced court planning consulting team of diverse expertise.

### **DUTIES AND RESPONSIBILITIES:**

The primary responsibilities of the position include but are not limited to the following:

- Providing court facility planning consultancy services relevant to long-term court system planning, space programming, master planning, and building design consultation;
- Developing business proposals;
- Conducting building assessments and design analysis;
- Writing study reports; and
- Producing project deliverables and presentation materials.

### **MINIMUM QUALIFICATIONS:**

To be considered for this position applicants must possess the following qualifications:

- Bachelor's degree and a minimum of ten years' experience in architectural design, architecture/urban planning, construction management, interior design or a related discipline;
- Demonstrated ability to synthesize data, conduct quantitative analysis and formulate architectural solutions;
- Demonstrated ability to communicate effectively verbally and in writing with diverse audiences;
- Proficient computer skills using word processing, spreadsheet, database software and computer-aided design tools;
- Project management experience is preferred;
- Current architect's license and valid driver's license are required; and
- Ability to travel extensively overnight is required.

### **SUPPLEMENTAL INFORMATION:**

**HIRING SALARY \$85,000-\$110,000 COMMENSURATE WITH QUALIFICATIONS & EXPERIENCE**

**NCSC IS AN EQUAL OPPORTUNITY/DISABILITY/VETERANS' EMPLOYER**

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### Senior Court Facility Planner/Architect Supplemental Questionnaire

1. Are you a licensed architect?

Yes  No

\* 2. If you responded yes to the previous question, is your license current?

Yes  No

\* 3. Do you have a Bachelor's Degree?

Yes  No

\* 4. In what discipline is your degree? Please record your answer in the space below.

\* 5. Do you have ten or more years of experience in one or more of the following areas of expertise:

- Architectural Design
- Urban Planning
- Construction Management
- Interior Design
- A related Discipline
- Experience Across These Areas

\* 6. Are you willing and able to travel frequently, overnight?

Yes  No

\* 7. Do you have project management experience?

Yes  No

\* Required Question