

## Candidate Information

<b>Position:</b>	Project Architect - KTP Associate - TODD Architects
<b>School/Department:</b>	KTP and Business Networks
<b>Reference:</b>	19/107450
<b>Closing Date:</b>	Tuesday 4 June 2019
<b>Salary:</b>	£30,000 to £35,700 per annum. One of the key KTP benefits for graduates is access to a £8,500 training and travel budget over the 24 month project.
<b>Anticipated Interview Date:</b>	Friday 14 June 2019
<b>Duration:</b>	24 months

### Job Purpose

The design of our built environment is of significant importance in divided communities as it forms the platform for cross group interaction. The project will develop new and innovative Architectural responses for City, Community and Educational spaces.

### Main Activities and Responsibilities

TODD Architects are an Architectural design firm offering a spectrum of multi-sector expertise working in the public and private sectors, with experience in Education, Healthcare, Commercial, Residential, Community and Arts and Leisure. The Company's vision is to advance its sector in shared space & community integration design projects, in both Shared Education Campuses and Integrated Schools design formats.

An exciting opportunity has arisen for an Architect or Masters in Architecture graduates (Part 2) to work on a Knowledge Transfer Partnership (KTP) collaborative project with TODD Architects and Queen's University Belfast for a 24-month post (Associates are normally invited to apply for permanent positions). This project offers the opportunity to apply your knowledge in Architecture to an exciting project which aligns with the strategic aims of the company to develop new and innovative Architectural responses for City, Community and Educational spaces. The overall aim is to produce buildings using design informed by leading current and forward thinking theory & research into community projects involving shared space, and social & spatial engagement. Successful candidates will be creative designer, researcher and communicator.

The post holder will be based in TODD Architects, Belfast.

Under the supervision and mentorship of company and academic supervisors, the Associate will be working within a busy architectural practice and will deliver the following key stages through working on selected live design and construction projects:

1. Review and understand current research in the field of architecture and planning in a divided context with a focus on education projects.
2. NI and UK assessment of current standards and guidelines relative to architectural practice.
3. Market analysis review - Pre-qualification questionnaire process.
4. Analysis and collation of key findings to draft the KTP strategic outputs. Identify company projects for field pilot testing.
5. Pilot testing, feedback and refining of design base toolkit on a live project in the company.
6. Pilot testing, feedback and refining Toolkit for Community Consultation and Collaboration on live project.
7. Pilot testing, feedback and refining Strategic framework for Pre-qualification questionnaires for projects.
8. Embedding, integration and translation to Phase 2.
9. Dissemination of Findings.
10. Development of future opportunities.

### Planning and Organising

- Manage and coordinate the items of work as laid out in the project plan (individual work plan will be provided by Supervisors).
- Plan day-to-day activity within the framework of the agreed work plan.
- Contribute to the planning and management of the project, approximately 3-6 months in advance.
- Ensure that all training and development activity is scheduled to ensure that progress on the work plan objectives is not interrupted or delayed.

## **Resource Management and Responsibilities**

- Plan and manage day-to-day resources to ensure the project runs to time and on budget.
- Coordinate and obtain approval for planned expenditure/allocation of resources with the Management Committee and Steering Group.
- Carry out supervision of placement students or other staff members as required.
- Monitor travel and development budgets and produce a Personal Development Plan which will ensure best use of financial resources.
- Attend training modules (mandatory and additional job-specific training). This may be local, national and international.
- Perform any other additional duties as agreed by the Local Management Committee and Steering Groups to contribute to the development of the company, the university and the Associate.

## **Internal and External Relationships**

- Present regular progress reports to members of the Steering and Management Groups and to external audiences.
- Liaise with company staff on a daily basis. Contribute to training of staff in the company and university as required.
- Build relationships with both company and university staff to ensure effective working practices are established.
- Attend and contribute to any appropriate meetings, both in the company and the university as required.
- Establish contacts with additional groups and organisations (other KTP Associates, other university departments, other industrial contacts, and Innovate UK) as required to develop knowledge and understanding and form relationships for future collaboration.
- Act as an Ambassador for the Knowledge Transfer Partnership Scheme.

## **Additional Information**

- Knowledge Transfer Partnerships is a UK programme that enables businesses to work with universities to gain access to specialist knowledge and expertise and apply it within their organisation. Each Partnership recruits a Graduate to work in the company, implementing and embedding the latest research techniques. Guidance is provided by the academic and company supervisors to ensure that the objectives of the project are met. Although the scheme is aimed at recent graduates, any suitably qualified individual may apply.
- Each KTP is a fully salaried job that lasts between twelve and thirty six months, providing the graduate with an opportunity to fast track a career in industry. Each KTP Associate has a training and development budget and a travel budget. This funding provides opportunities for job-specific training, attending and presenting at conferences, visiting trade shows, customers and suppliers etc. Two, one week residential management training modules are also provided as part of the package.
- This partnership received financial support from the Knowledge Transfer Partnerships (KTP) programme. KTP aims to help businesses to improve their competitiveness and productivity through the better use of knowledge, technology and skills that reside within the UK knowledge base. This successful Knowledge Transfer Partnership project, funded by UK Research and Innovation through Innovate UK, is part of the government's Industrial Strategy.
- As members of University staff, KTP Associates can join the University pension scheme, gain access to University resources such as the Library and sports facilities.

More details are available at [www.ktpjobsni.com](http://www.ktpjobsni.com).

## **ESSENTIAL CRITERIA**

- Hold, or be about to obtain in July 2019, a Masters in Architecture in a professionally accredited programme.
- Hold at least a 2.1 Honours Degree (or equivalent) Architecture in a professionally accredited programme.
- 1 years relevant experience of working in Architectural practice.
- Application of Briefing documents to Design Proposals.
- Proficient in AutoCAD, Photoshop, Indesign, Sketchup, Microsoft office.
- Understanding of UK/Ireland Planning processes.
- Understanding of UK/Ireland Community Consultation processes.
- Exemplar Design skills - evidenced through portfolio.
- Good oral written and presentation skills.
- High level of IT skills.
- Ability to think logically, create solutions and make informed decisions.
- A high level of numeracy and the ability to interpret data.
- Ability to work effectively as a member of a group.
- Well organised, attention to detail and ability to meet tight deadlines.

- An interest in staying with the Company. (Associates are normally invited to apply for permanent positions).
- Ability to take part in Associate management courses (requiring two one-week periods in England).
- Willing/able to travel throughout the UK and Ireland and abroad, as necessary.

#### **DESIRABLE CRITERIA**

- RIBA Part 3 completed.
- More than 1 years relevant experience of working in Architectural practice
- Experience of working on education projects.
- An understanding of shared space design.
- Experience of applying social science principles within a design practice.
- Experience of community consultation.
- Knowledge of Technical Design standards and guidelines in Northern Ireland, UK and Ireland for Education projects.
- Knowledge of Technical guidance relevant to statutory approvals.
- Proficient in Revit with knowledge of BIM processes.
- Proficient in Prezi as a presentation tool.
- Ability to deliver training and follow-up support to operatives.
- Ability to influence people effectively.
- Tenacious and committed to achieving goals.