



## PLANNER / PROJECT MANAGER, FULL TIME PHOENIX OFFICE (4-8 YEARS OF EXPERIENCE)

### Location:

600 North 4<sup>th</sup> St., Suite D, Phoenix, Arizona.

### Description:

We are looking for amazing people to do fantastic work: proactive and inspired professionals looking to make an impact. We think holistically. For us, the human domain is part of the natural domain. It is one integrated whole - *humanature*. Driven by our curiosity and unified desire to explore, we relentlessly pursue thoughtful solutions that break new ground. Dig Studio is a young company of seasoned professionals – skilled in Landscape Architecture, Planning, and Urban Design with offices in Denver and Phoenix.

We are seeking qualified candidates with 4-8 years of experience working as or with a licensed Landscape Architect or Certified Planner to join our talented team. Candidates should be passionate about the profession, self-motivated, hard-working, enthusiastic, must display strong creative skills and adaptability for different project types. The ability to work well in an energetic and collaborative culture is a must. Candidates should have a strong ability to provide high-quality client focused planning solutions and documents. Excellence in writing, graphic communication and ability to manage project schedules and oversee deliverables is required.

To learn more about Dig Studio (a woman-owned, small business), visit our website at [www.digstudio.com](http://www.digstudio.com). And follow our Instagram @digstudio.inc.

### Responsibilities:

- Manage Planning Projects
- Collaborate and communicate effectively with project teams, clients, and consultants.
- Produce project graphics such as 3D Models, Analysis Diagrams and Plan Graphics.
- Technical Writing.

### Qualifications:

- Experience managing projects, including oversight of deliverables, project schedule and project budgets.
- Experience and interest in a variety of planning project scales and types.

Example projects types include:

- *Parks and Rec Master Planning*
- *Regional Area Master Planning*
- *Community Planning*
- *Area Drainage Master Planning*
- *Assisting with Park Planning and Design and facilitating coordination of design projects with Planning Agencies.*

- Experience writing technical documents.
- Strong Graphics Design / Layout ability.
- Excellent organization skills
- Ability to prepare for and facilitate public meetings.
- Ability to solve problems and continue to improve and expand skill set.

### Education Requirements:

Bachelor's or Master's Degree in Urban, Environmental or Regional Planning or Landscape Architecture from an accredited College or University.

### Technical Skills & Program Knowledge:

*Required:*

AutoCAD	Adobe Creative Suite
SketchUp	Microsoft Office
Hand Graphics	

*Preferred:*

GIS	Lumion
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### Submissions:

Qualified candidates, please email your resume and portfolio to: [brandon@digstudio.com](mailto:brandon@digstudio.com) and reference 'Planner Phoenix 4-8 years' in the subject line.

Please include at least two work reference contacts in your resume.