

PUBLIC REALM LAB

Public Realm Lab is a consulting architecture practice that works before, during and beyond the delivery of buildings. We are facilitators, advocates, advisers, researchers and designers.

In 2020 our small team will be: working in partnership with JCB Architects to regenerate a riverfront city in the Western suburbs, leading activation projects for other Councils in the inner West as well as working on a diverse range of projects including higher education, workplace and community infrastructure. We will also be moving to our new studio in Footscray (Feb/ March).

We are growing our small team and invite **experienced graduates or recently registered Architects** (3-5 years experience) and **masters level students** (practice experience essential) to send an email to studio@publicrealm.com responding to each of the criteria below, confirming your understanding of the roles and telling us why and how you'd be a great addition to our team in a concise (no more than 2 x A4 pages) letter. Please also attach your CV and a short folio of work in PDF format (10MB max). We support flexible working (we understand Masters students timetable obligations) and will consider applications on a part time (minimum 3 days / week for grad or Architect) or full time basis.

This is a unique opportunity for someone interested in the diverse ways that designers can contribute to our communities and cities.

You must be:

- meticulous, organised and thorough
- ready to learn - by taking instructions, having a go + then reflecting and listening to feedback
- accountable - we are a small practice and if you say you've got something - you need to. You don't have to have all the answers, but you have to say that you need help.
- a true believer in the value of design to enhance life and excited to bring care to everything you do

These all-rounder roles will include the following tasks and responsibilities (as relevant to experience):

- effective project admin including preparing agendas, issuing material, taking minutes, assisting in Contract Administration
- efficient practice admin including things like printing, ordering ink, helping with fee proposals, preparing bids (yep, we all do this stuff)
- client-focussed design and documentation production including modelling, research and analysis, preparing diagrams, reports and documentation as directed by Principals.
- communicate with physical model making