## **Project Manager / Project Architect – Education**

*Full-time - Starting Salary $85,000 - Hybrid*

**About the Opportunity**

We are seeking an experienced Project Manager / Project Architect with a strong background in the education sector to join CS&P Architects. Reporting to firm leadership, you will lead project teams from design through construction, ensuring exceptional quality, schedule, and budget delivery. This role requires a proactive leader who is passionate about advancing community-focused, educational projects while mentoring junior staff and contributing to firm-wide initiatives.

This is an opportunity to shape meaningful learning environments while growing into future leadership at CS&P.

### **Key Responsibilities**

* Lead and manage multiple education sector projects from initiation through completion. Focus on K-12 education.
* Establish design direction with Principals and ensure client expectations are met.
* Coordinate with consultants, contractors, and authorities having jurisdiction.
* Manage budgets, schedules, staffing, and project profitability using Deltek Vantagepoint.
* Oversee design documentation, ensuring accuracy, code compliance, and constructability.
* Mentor and support junior and intermediate team members.
* Participate in business development efforts, proposals, and client presentations.
* Contribute to firm-wide initiatives, committees, and professional development.
* Uphold CS&P’s commitment to equity, inclusion, and design excellence.

### **Qualifications**

* 8+ years of professional experience with a strong portfolio in educational / institutional projects.
* Licensed Architect preferred (OAA or equivalent).
* Demonstrated project management experience: budgets, schedules, and client relations.
* K-12 education preferred. Post-secondary education experience also an asset.
* Strong knowledge of building codes, site analysis, contract administration, and construction documentation.
* Proficiency in Revit, AutoCAD, Bluebeam, and Microsoft Office.
* Excellent leadership, communication, and collaboration skills.
* Ability to inspire confidence with clients, consultants, and project teams.

Please email your portfolio and CV to **career@csparch.com** Subject: Project Manager / Project Architect