



JOB DESCRIPTION

Position Title	Reports to	Effective Date
Plans & Design Architect	President and CEO	September 8, 2018
Employment Status	FLSA Status	
<input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	<input type="checkbox"/> Non-Exempt <input checked="" type="checkbox"/> Exempt	



Help support the mission! Work as a full-time contracted architect for The Louisiana National Guard. Be a part of building and improving military facilities throughout the state -- whatever is needed, wherever it is needed!

The Louisiana National Guard consists of the Louisiana Army National Guard, a reserve component of the United States Army, and the Louisiana Air National Guard, a reserve component of the United States Air Force, under the United States Department of Defense. This position is based at The Louisiana National Guard headquarters located at Jackson Barracks in New Orleans, LA, just five miles from the heart of the French Quarter.

About Jackson Barracks

Jackson Barracks was recognized in 1976 when it was listed on the National Register as a historic district of national significance. Many believe Jackson Barracks has the finest collection of architecturally significant antebellum structures in the United States.

In 2005, Hurricane Katrina hit the Gulf Coast, and every structure on Jackson Barracks was damaged or destroyed. Using congressionally appropriated funds and grants provided by the Federal Emergency Management Agency, a new master plan was created for the reconstruction of the historic facility. The new construction continues the architectural design and ambience of the historic garrison buildings, resulting in one of the most attractive National Guard installations in the nation.

For more than 175 years, the post has survived war, the ravages of time, flooding and severe hurricanes. It serves as an enduring monument to the citizen-soldier, the military, and our nation.

Now you can be a part of this enduring legacy!





Essential Duties and Responsibilities

- Engages in planning, designing, and managing substantial new constructions, and improvement projects for a variety of military facilities and installations.
- Analyzes renovations and improvements needed to meet new mission and environmental requirements.
- Prepares architectural and engineering (A&E) statements of work.
- Prepares project time schedules.
- Prepares cost estimates.
- Provides technical review of design calculations, analyses, drawings and specifications to ensure compliance with project objectives and standards.
- Monitors and/or manages substantial new construction, renovation and improvement projects for a variety of real property facilities utilizing a professional knowledge of architecture.
- Prepares detailed fee estimates used to coordinate with architect engineering firms for design services and pertinent correspondence, plans, reports and contract criteria necessary for project completion.
- Conducts preplanning studies for renovations to buildings and facilities that include specialized functions.
- Performs oversight of renovations, new construction, design review, and budgeting.
- Performs other related duties as assigned

General Duties and Responsibilities

- **Attend Meetings:** Attend scheduled Facility meetings as necessary. Be prepared to discuss work plans and objectives. Attend other meetings concerning jobs duties and descriptions applicable
- **Communication:** If necessary, carry furnished cell phone to remain in contact with designated leadership located at Jackson Barracks, New Orleans and Camp Beauregard, Louisiana.
- **Hours:** Work may vary and will average 40 hours per week. There may be times where it's necessary to perform services outside the normal hours of operation, and these will be scheduled/coordinated in advance.
- **Travel:** Travel may be required with overnight stays possible. A vehicle will be provided.

Minimum Qualifications (Knowledge, Skills and Abilities):

- Must be licensed in the State of Louisiana through the Louisiana State Board of Architectural Examiners.
- Must maintain license and comply with continuing education requirements.
- Skilled in working knowledge with AutoCAD, Revit, MS PowerPoint, Excel, and Word.
- Possess the following knowledge skills: Outlook, Windows, and Microsoft Office Suite.
- Know how to proficiently operate fax and copier machines.
- Be familiar with the World Wide Web (Internet) for research of repair parts and materials.
- Prefer membership in American Institute of Architects



About the Employer

The Louisiana National Guard has hired Aldevra to staff this architect position. Aldevra is the employer, and the potential architect will work closely with the First Lieutenant in The Louisiana National Guard. Pay and benefits are provided by Aldevra.

Aldevra was formed in 2009 by current President & CEO Rodney Marshall. Mr. Marshall is a U.S. Marine Corps veteran and minority entrepreneur. Over the last decade, Aldevra has successfully performed federal and state government contracts for multiple agencies. The company was recently named to the 2018 Inc. 5000 list of fastest growing privately owned businesses in America. More information is available at aldevra.com.

Email careers@aldevra.com if you're interested in using your skills to help protect the state and nation; Geaux Guard!