
Auburn University Job Description

Job Title:	Research Architect	Level I	Grade RE09 \$54,400 - \$92,500
Job Code:	NC25	Level II	Grade RE10 \$60,300 - \$108,500
FLSA status:	Exempt		

Job Summary

The Research Architect supports, contributes to, and increases the production output capacity of research faculty in School of Architecture, Planning, and Landscape Architecture (APLA) as required by ongoing externally funded research grants and contracts.

Architecture: Provides architectural management, support, and oversight of project scopes, budgets, contracts, designs, bidding, construction and compliance with codes and standards, and day-to-day operational and tactical aspects associated with various design and construction projects.

Research: Assists researchers in planning, maintaining, or completing research programs and/or projects involved in the discovery of new knowledge, techniques, and concepts which require advanced level scientific/research knowledge, skills and abilities following relevant policies, procedures, regulations, and laws.

Essential Functions

1. Performs architectural design functions by preparing schematics, working drawings, and specifications for projects of a complex nature.
2. Performs periodic construction inspections and prepares and distributes reports to appropriate personnel.
3. Coordinates projects to include scheduling, budgeting, monitoring cost and resolving client issues. Selects and manages the services of consultants
4. Collects data for use in the formulation of design standards and maintains approved design criteria and/or code compliance requirements. Records, compiles, processes, and analyzes data and samples. Documents results and observations in writing as well as presenting results to others.
5. Develops or assists in the development of complex research project proposals, plans, and protocols. Conducts non-routine experiments, investigations and/or studies related to projects in pursuit of new knowledge, techniques, and concepts. Coordinates or assists logistics of research to include equipment, materials, and labor needs.
6. May prepare research results for publication or presentation at conferences to include performing literature reviews and writing results and discussions.
7. May maintain project budgets and/or coordinate funding.
8. Performs other duties as assigned.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Job Family Levels

Level	Responsibility	Knowledge	Education and Experience*
I	Plans and conducts work requiring judgment in independent evaluation, selection and substantial adaptation/modification of standard techniques, procedures, and criteria. Devises new solutions to problems encountered. Independently performs most assignments with instruction only regarding general expected results. May supervise a few technicians on project basis.	Fully competent in all conventional aspects of subject matter or functional area of assignments.	National Architectural Accrediting Board (NAAB) Accredited Bachelor's in Architecture with 4 years professional experience.
II	Makes decisions independently regarding architectural complexities and methods. Supervision and guidance relate largely to overall objectives, critical issues, new concepts, and policy matters. May supervise, coordinate and reviews work with a few architects and/or technicians. As individual researcher or staff specialist, performs complex or novel assignments requiring development of new and/or improved techniques and procedures.	Applies diversified knowledge of architectural principles and practices to broad variety of assignments and related fields. Requires use of advanced techniques and modification and extension of theories, precepts, and practices in individual's field.	National Architectural Accrediting Board (NAAB) Accredited Bachelor's degree in Architecture with 4 years professional experience, and Architectural Licensure.

* See the "Minimum Required Education and Experience" section of the job description for any substitutions that may be allowed for education and experience.

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Minimum Required Education and Experience

Level I National Architectural Accrediting Board (NAAB) Accredited Bachelor's in Architecture with 4 years professional experience.

Level II National Architectural Accrediting Board (NAAB) Accredited Bachelor's degree in Architecture with 4 years professional experience, and Architectural Licensure.

Focus of Education

Degree in Architecture.

Focus of Experience

Experience in principles and practices of architectural design, construction, and research.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Ability to provide architectural management, support, and oversight of project scopes, budgets, contracts, designs, bidding, construction and compliance with codes and standards, and day-to-day operational and tactical aspects associated with various design and construction projects. Ability to assist researchers in planning, maintaining, or completing research programs and/or projects involved in the discovery of new knowledge, techniques, and concepts which require advanced level scientific/research knowledge, skills and abilities in following relevant policies, procedures, regulations, and laws.

Excellent written and interpersonal communication skills are required. Knowledge of software used in architectural design, representation, and communication, including AutoCAD, Revit, Adobe CS, and basic office productivity software like Microsoft Office (Word, Excel, Outlook).

Certification or Licensure Requirements:

Architectural Licensure is required for level II. Ability to work towards obtaining a licensure (Licensed Architect) is expected in level I.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, sitting, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires .

Vision requirements: Ability to see information in print and/or electronically, ability to distinguish colors

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Date: 7/7/2022

