



Tulane City Center Job Posting

Position: Assistant Director, Tulane City Center, Tulane School of Architecture, New Orleans, LA

Salary: Commensurate with Experience, includes benefits

Description:

The Tulane City Center (TCC) is looking for an Assistant Director who will assist in the leadership of a University-based Public Interest Design organization during a time of incredible opportunity within the City of New Orleans. Candidates must have experience that demonstrates deep engagement with communities, a commitment to design excellence, and an interest in broad community access to quality design as a basic democratic right of all citizens.. The Assistant Director will be working with the Director and our core staff to continue current project streams, to forge new project paths with the City, and to continue work with local and national funders. The Assistant Director will manage the organization's budget and will be driving conversations about future growth and strategy.

If you are an organized, motivated person who enjoys collaboration, believes in the positive impact of good design in communities, and think you might enjoy celebrating projects (and life) in New Orleans, then we want to hear from you.

Tulane City Center:

Tulane City Center is a university-based community design center, nationally renowned for our strategic partnerships with non-profit organizations in the City of New Orleans. Each partnership provides opportunities for design faculty, staff, and students to engage real issues in real communities and to participate in the life of our city. Projects range in scale from small design build projects to urban scale neighborhood planning processes. The Tulane City Center was founded at the Tulane School of Architecture in 2005, and will soon celebrate 10 years of public interest design work by establishing a permanent headquarters in a newly renovated 7000 sq. ft. historic structure in the OC Haley Central City District, consolidating all City Center operations in a single community-based location. New partnerships with the School of Architecture's Preservation Program, Sustainable Real Estate Development Program, the undergraduate minor in Social Innovation and Social Entrepreneurship and other allied disciplines have been forged to build a one-stop shop for design excellence in the public interest.

To Apply:

Qualified candidates possessing the following minimum qualifications are encouraged to apply:

1. Bachelor's degree in Architecture, Urban Design Planning, or Landscape Architecture
2. 3 years' architecture and design project management experience, including grant writing and budget management experience specific to university/non-profit, affordable housing, and/or community development initiatives.

To apply for this position, applicants must complete the on-line application at <http://tulane.edu/jobs/> (keyword IRC2771). This position will close on Sunday, March 30, 2014. Tulane University is an EEO/AA/ADA employer. In addition, we ask applicants to email a cover letter, resume, two references, and at least two examples of projects that show your design, planning, and/or community engagement to Dozenia Marshall at dmarscha@tulane.edu by March 30, 2014. Finalists will be contacted and interviewed in person or via videoconference.

Tulane University is an equal employment opportunity/affirmative action employer committed to excellence through diversity.

All eligible candidates are invited to apply for position vacancies as appropriate.

tulanecitycenter.org