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Architectural Design – ADU Lead

We are seeking a collaborative, highly motivated design professional to lead our Accessory Dwelling Unit Development program. This hands-on, client-facing, role combines architectural and technical skills with independent responsibility and coordination with project teams and external partners.

Designed as a **pathway from intermediate professional to project leader**, the position develops skills in design, technical documentation, project coordination, and construction administration. The successful candidate will work with consultants and contractors to advance ADU construction in fire-impacted communities.

Our staffing model is based on what projects need—not traditional titles such as *Job Captain* or *Project Manager*.

This position is organized around three core capabilities: **Design • Project Coordination • Construction**

The Core Skills

Design & Project Development

- Develop and advance architectural design concepts from programming and planning through construction.
- Translate project goals, stakeholder needs, technical requirements, and, when appropriate, community perspectives into thoughtful and buildable design solutions.
- Contribute to education, civic, urban infrastructure, and other public-sector environments with an understanding of their broader role in community life.

Technical Design & Documentation

- Produce and coordinate high-quality construction documents and technical project information.
- Develop architectural details, specifications, and coordinated drawing packages.
- Navigate regulatory, agency, accessibility, and public-sector requirements.

Project Coordination

- Coordinate architectural work with consultants, engineers, clients, agencies, contractors, and other project stakeholders.
- Organize project information, schedules, deliverables, and decision-making across multiple phases of work.
- Identify and help resolve design, technical, and coordination challenges while integrating stakeholder input into the project process.

Construction Phase Services

- Participate in bidding, negotiation, and construction administration activities.
- Review submittals, respond to requests for information, and help resolve construction-related issues.
- Work collaboratively with contractors and project teams to support the successful realization of the design.

Experience & Knowledge

We welcome candidates whose professional experience demonstrates strength in several of the following areas:

- Integrated sustainable design, prefabrication construction and fire-resistance design.
- High-impact projects involving multiple stakeholders, consultants, agencies, and regulatory requirements.
- Construction documentation, technical coordination, and construction administration.
- Project and team coordination or leadership.
- Architecture, planning, or related design disciplines.
- An interest in how design decisions can support access, inclusion, community experience, and positive public outcomes.

Experience working on ADU projects in the Bay Area is particularly valuable, although relevant expertise may have been developed in other geographic locations and project types.

Technical Capabilities

Candidates should demonstrate proficiency in tools and technologies necessary to contribute effectively to architectural projects, including:

- Revit or comparable Building Information Modeling platforms.
- Microsoft, Miro, Smartsheet, and other digital collaboration and project documentation tools.
- Adobe Creative Suite.
- Visualization and modeling tools such as Enscape, Finch3d or Rayon.design.

We recognize that candidates may bring different combinations of technical expertise and do not expect every applicant to be proficient in every platform listed.

How We Evaluate

We are interested in demonstrated curiosity and capabilities rather than titles or years of experience. Your application should show:

- **Your core strength** in Design, Project Coordination or Construction.
- How you have applied that strength to real projects or investigations.
- The complementary skills you bring to a project team.
- Areas you are interested in developing.

How to Apply

Please submit materials that demonstrate your relevant skills, capabilities, and contributions to architectural work:

- **Cover letter** describing your interest in the position as full-time, part-time or contract; and the capabilities you would bring to the practice.
- **Resume** outlining relevant experience, skills, and professional contributions, including references.
- **Portfolio or work samples** demonstrating your design thinking, project contributions, technical abilities, and/or research.

We are particularly interested in understanding **what you did, what skills you applied, and what outcomes your work helped achieve.**

Due to the volume of applications, telephone inquiries and recruiter submissions will not be accepted.

CONTACT INFORMATION

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About blinkLAB architecture

blinkLAB architecture is a small, research-based architecture practice in Oakland, bringing together professionals from diverse backgrounds and disciplines. Our work spans cultural research, programming, planning, new buildings, urban infrastructure, and the adaptive reuse of existing structures, spaces, and places.

At the center of our practice is a commitment to sustainable cultural regeneration by design.

blinkLAB operates as a laboratory for ideas and action for Oakland. We value independence, curiosity, and self-directed inquiry within a deeply collaborative environment. Questions are the beginning of the work: when one arises, the expectation is not simply to identify it, but to investigate it, pursue possible answers, and contribute those discoveries to the collective effort.

What We Offer

We offer a competitive salary and comprehensive benefits package, including:

- Monday through Thursday work week. A four-day work week was created with the intent to encourage artistic or professional exploration.
- Paid Time Off, including the company-wide closure Dec 24 through Jan 6.
- Medical, dental and vision coverage.
- Short- and long-term disability and life insurance.
- A 401(k) plan with employer contribution.
- Professional development and licensure support.

Equal Opportunity

blinkLAB architecture is an Equal Opportunity and Affirmative Action employer committed to a workplace free from unlawful discrimination and harassment.

We encourage qualified candidates from diverse backgrounds and experiences to apply, including parents re-entering practice.