

Public Interest Design Summer Associate

Position Type: Intermittent Worker
Department: Carl Small Town Center
Location: Main Campus - Starkville, MS
Categories: Intermittent Worker
Position Open Date: February 5, 2018; Open until filled

Department Profile:

The Carl Small Town Center, a community design center at the Mississippi State University School of Architecture, engages communities to provide meaningful design solutions for small towns.

Area of Specialization:

Architecture and/or Planning

Essential Duties and Responsibilities:

Work under the direction of the Carl Small Town Center professional staff on a range of public interest design projects, including architectural design and community planning projects. Summer Associate will work 40 hours per week for 8-10 weeks. Position has the potential to become a full-time permanent position, contingent on funding availability.

Minimum Qualifications:

Bachelor's degree in architecture, city planning, urban design, or related field.

Knowledge, Skills, and Abilities:

Proficiency with Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook) and Adobe Creative Suite (Illustrator, InDesign, and Photoshop) is required. Experience with architectural design software (AutoCAD, SketchUp, and/or Revit) is preferred.

Instructions for Applying:

Applicants must submit a resume, letter of interest, transcript(s), 2 letters of recommendation, and the names and contact information for three references to jwaide@caad.msstate.edu. Applicants selected for an interview will be asked to provide a portfolio and/or examples of work. Selected candidate(s) will be required to formally apply online at www.jobs.msstate.edu by completing the Professional Application and providing requested supplemental information.

Restricted Clause:

Position is contingent on availability of funding.

Equal Employment Opportunity Statement:

MSU is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, ethnicity, sex (including pregnancy and gender identity), national origin, disability status, age, sexual orientation, genetic information, protected veteran status, or any other characteristic protected by law. We always welcome nominations and applications from women, members of any minority group, and others who share our passion for building a diverse community that reflects the diversity in our student population.