



Los Angeles Unified School District - Job Opportunity

Job Posting Title	Supervising Landscape Architect (Architectural & Engineering Services)
Reference code	JP22-165-XA1
Minimum Salary	\$ 114,057.00 Annual
Maximum Salary	\$ 141,296.00 Annual
Application Close	06/20/2022

Information about LAUSD

All employees must be fully COVID-19 vaccinated and must be able to provide verification of their vaccination status as part of the hiring and onboarding process prior to an official offer of employment to any District site; this includes current employees who are being promoted to a new job class.

We are LAUSD. We are at the forefront of innovation in public schools, with the serious work of tailoring the learning environment to better serve our community. Here, you will have the opportunity to exercise your potential in the business of education.

We are technical professionals, skilled workers, support staff, executives, and community champions. We do our jobs with a sense of integrity, accountability, and pride in shaping the future.

Our contributions here impact our number one customers - the 600,000 plus K-12 students of LAUSD. With over 1,000 job titles to choose from, build your rewarding career here by joining nearly 30,000 employees, and achieve new levels of success in your career!

Department or School Site

The Architectural and Engineering Services section provides professional design and technical support services including scoping, evaluations, technical review, DSA submittal process, and construct ability review for both new construction and existing facilities projects. During construction, A/E Services provides construction phase services

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to ensure expedited processing of RFCs, field discrepancies, and other documentation. Below lists the most common area of expertise of each architectural and engineering discipline: Architectural, Civil, Electrical, Mechanical, Structural.

For more information about the Inspections Department, visit <https://www.laschools.org/new-site/design/design-services> .

Benefits

Insurance: Paid premiums for your choice of several medical, dental, vision, and life insurance plans. Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: Two weeks of paid vacation to start. Three weeks after five years of year-round paid service.

Paid Holidays: Up to 13 days.

NOTE: Positions in this job classification may be offered on a 10 or 11 month basis - salary and paid time off for 10 or 11 month positions will be adjusted accordingly. Positions in this job classification may be subject to additional furlough days.

Job Duties/Responsibilities

A Supervising Landscape Architect supervises the personnel, projects, and activities of the Landscape Architectural Unit and confers with school personnel and commissioned architects, engineers, and consultants on matters related to the design of District landscape projects.

Typical duties include:

- Supervises the personnel, projects, and activities of the Landscape Architectural Unit engaged in: the preparation of landscape architectural designs, working drawings, and specifications for projects; compilation of data required for the preparation of drawings and specifications; calculation and estimation of costs; management of the scope of work, budget, schedule, and contracts of projects in the planning and design phases; and review and approval of plans, drawings, and specifications prepared by commissioned landscape architects and consulting engineers for compliance with regulations and to identify inconsistencies between architectural and engineering plans and specifications.
- Serves as the Landscape Architect of Record for District landscape architectural work requiring Division of State Architect (DSA) or other relevant governing agency approval. Consults, advises, and gives technical direction to commissioned landscape architects and their consulting engineers on District policies and guides for facilities design.
- Prepares or directs the preparation of specifications and standards for landscape architectural site planning and building design and maintains these guides to assure conformance with all applicable codes including CALGreen, within the framework of District quality, economy, and greening policies.
- Advises school personnel on the landscape architectural planning and

architecture/engineering design implications of District sites and equipment standards.

- Negotiates agreements on compensation for performance of extra services by commissioned landscape architects and engineers.
- Consults with personnel in other branches regarding the interpretation of landscape architectural standards and policies and other landscape architectural design considerations.
- Guides commissioned landscape architects in the selection and review of materials and colors.
- Assists in the selection of the District's commissioned landscape architects, evaluates proposals on the scope of work and fees, reviews completed work, and recommends approval of partial and final fee payments.
- Assists in establishing project allocations and is responsible for negotiating with commissioned landscape architects for agreements on preliminary estimates of construction costs.
- Assists in establishing and directing procedures for the review of drawing.

*Note that these duties are to be performed on-site and in-person.

Minimum Requirements

Education:

Graduation from high school or evidence of equivalent educational proficiency.

Experience:

One year of experience as a licensed Landscape Architect in planning and designing large commercial, government, or school landscape projects.

Special:

- A valid Certificate of Registration as a licensed Landscape Architect issued by the California State board of Landscape Architects.
- A valid California Driver License.
- Possession of the Certified Construction Manager (CCM) credential is preferable.
- LEED Professional Accreditation by the Green Building Certification Institute (GBCI) is preferable.
- Use of an automobile.

Desirable Qualifications

We are seeking highly competent individuals with a working knowledge of:

- Architectural and engineering practices applied in the planning of landscaping and irrigation projects
- Preparation of landscape architectural specifications and related contract documents State and local codes and their application to

landscaping and school construction Civil, landscape, and structural engineering principles, practices, and specifications as they pertain to schools and other buildings

- DSA regulatory process and requirements related to access compliance, structural safety, and fire and life safety.
- Public agencies' requirements and jurisdiction over project areas such as those related to county, city, fire department, and fire marshal
- Microsoft Windows operating systems
- Microsoft Word, Excel, and Outlook
- Principles of organization, personnel management, and progressive disciplinary procedures
- Inspection methods and their practical application
- Principles of project and design management

The individual will also have well developed skills and abilities necessary to:

- Prepare and review standards and specifications of landscape architectural projects
- Provide technical review and advice tactfully and effectively
- Detect inferior materials and poor work quality
- Coordinate and oversee to complex plans and specifications and edit the work of others
- Communicate effectively, both orally and in writing
- Work effectively with commissioned architects and engineers, District personnel, and representatives of public agencies
- Supervise effectively
- Develop scope of work, budget, and schedules for projects
- Manage multiple projects simultaneously

Furthermore, the ideal candidate is a self-directing, proactive, and effective leader. They understand the goals and objectives of the department, and they would be able to effectively direct and lead a team in managing a large and complex project workload. They are action-oriented, results-focused, and analytical. In addition, the ideal candidate is someone who always acts with professional integrity. They would be a strong ambassador for the District and would be able to communicate and collaborate effectively with internal and external stakeholders.

Employment Selection Process

Please be sure to include correspondence from @lausd.net as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder.<(>,,<)>

The hiring departments have requested that we proceed with the selection process in an expeditious and timely manner. To honor this

request we will be adhering to a pre-planned employment assessment schedule.

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For more information about the LAUSD employment assessment process, visit the 'My LAUSD Career' section of our website at <http://www.lausdjobs.org> .

Application Process

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?

Please visit www.lausdjobs.org and click on 'help desk service request form' located to the left of the Quick Links. To find out whether the application deadline has been extended, please visit the website at: <http://www.lausdjobs.org> .

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

Additional Posting Information

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

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