
DesignGroup is expanding into Indianapolis—and we're looking for a Project Architect ready to help shape what's next. Join a collaborative, design-forward firm where your technical leadership will directly influence project success, team development, and our continued growth in a new market.

Summary: The Project Architect serves as the technical leader of a project team, responsible for translating design intent into accurate, coordinated construction documents. This role collaborates closely with Project Managers, Project Designers, Interior Designers, Planners, and consultants to ensure projects meet design, technical, and regulatory requirements. The Project Architect plays a critical role in quality control, constructability, and coordination throughout all phases of the project.

Your Essential Duties

- Serve as the technical lead for assigned projects, working under the direction of the Project Manager.
- Collaborate with Project Designers, Interior Designers, and Planners to develop comprehensive construction documents that fulfill design intent.
- Assist in maintaining project schedules by meeting internal deadlines for document production and coordination.
- Coordinate with engineers, consultants, and specialty vendors to ensure integrated and constructible solutions.
- Lead code reviews and coordinate with code officials and Authorities Having Jurisdiction to secure approvals.
- Coordinate quality reviews with other Project Architects to maintain firm standards.
- Participate in owner/user meetings, particularly during the Design Development phase, to ensure project requirements are incorporated and coordinated.
- Coordinate drawing sets across disciplines to ensure consistency and accuracy throughout all project phases.
- Review and approve shop drawings, submittals, and RFIs.
- Support Construction Administration efforts, including site visits and issue resolution.
- Apply firm standards, best practices, and lessons learned to improve document quality and efficiency.
- Maintain project documentation and ensure compliance with applicable codes, regulations, and industry standards

Who We're Looking For

- **Education:** Bachelor's degree in Architecture or equivalent from an accredited institution required. Master's degree preferred.
- **Experience:** Minimum of 5 years of professional architectural experience with a focus on mid-large scale healthcare projects.
- **Technical Expertise:** Strong understanding of architectural building systems, constructability, and coordination. Working knowledge of building codes and regulatory processes, with exposure to healthcare design standards (including FGI guidelines) in complex project environments.
- **Software Proficiency:** Proficiency with CAD, REVIT, Adobe Creative Cloud (InDesign, Illustrator, Photoshop), and Microsoft Word & Excel
- **Licensure & Credentials:** Architectural Registration required. LEED AP preferred.