

EXPERIENCE

ENVI DESIGN

BOZEMAN, MT

Architect/ Design Director

December 2013 to Present

- Manage multiple interior renovation residential and commercial projects simultaneously from schematic design through construction
 - Coordinate consultants and contractors as well as manage clients throughout project
 - Select and purchase finishes, fixtures and furniture for projects
 - Oversee junior designers, delegate tasks, and manage hours
- Pop Art Offices | Portland, OR | 2500 sf office TI renovation
Moonlight Basin Golf Clubhouse | Big Sky, MT | 2000 sf new construction interiors
Other Projects: Ruby Springs Lodge Bar | Great Fall Mid-Century House Remodel

ARCHITECTURE FOR HUMANITY New York

NEW YORK, NY

Managing Director

August 2012 to September 2013

- Managed largest Architecture for Humanity chapter worldwide, with 1500+ volunteers in New York City
 - Directed Board of Directors and projects: improved communications, delegated tasks and strengthened marketing and development plans
 - Coordinate efforts with headquarters to define chapter role, expand capacity, and advise new chapters
 - Coordinated support to volunteers and projects and raise awareness of organization
 - Execute strategic solutions for those affected by Super Storm Sandy in tandem with headquarters
- Efforts include: volunteer mobilization to affected areas for assessments, synthesis of data, establishing strategic partnerships, and pinpointing optimal ways to help in long-term reconstruction efforts

Director Of Records

September 2010 to August 2012

- Co-developed the overall strategic plan for the NY facet of the global organization, which outlines the mission, vision, and goals for the chapter
- Develop & implement new processes for teams to reach optimal productivity
- Manage chapter bank account, project visibility on internet, and overhauled document organization system

PLATT DANA ARCHITECTS

NEW YORK, NY

Architect

May 2012 to May 2013

- Managed multiple residential projects simultaneously from schematic design through construction
 - Developed extensive building approval sets including details and product information
 - Created photo realistic images for building and city approvals
 - Oversaw demolition and construction
 - Developed multiple schematic design options for budgeting purposes
- E. 61st Street Apartment | New York, NY | 2500 sf, \$900,000 apartment renovation
W. 96th Street Townhouse | New York, NY | 4000 sf townhouse renovation

PAGE AYRES COWLEY ARCHITECTS, LLC

NEW YORK, NY

Architect/ Architectural Intern

June 2007 to May 2012

- Directed design from schematic design through bidding of relocation of offices and member areas, including full fire and life safety building upgrade throughout entire 10 story structure
 - Managed consultant team, including, structural, MEP, and expiditor
 - Delegated drawing and design responsibilities to intern staff
 - Responsible for all project documentation included construction documents
 - Extensive experience creating NYC Landmarks Preservation Commission review documents including building conditions assessment, protection plans, and multiple presentations
 - Reviewed shop drawings and product submittals
- Cosmopolitan Club | New York, NY | 10,500 sf, 4-phase, \$5 million renovation
Corbin Building (Fulton Street Transit Center) | New York, NY | Canopy Design
744 Madison Avenue | New York, NY | 28,000 sf, \$9 million new construction behind existing facade

CTA ARCHITECTS, ENGINEERS

BILLINGS, MT

Summer Intern

April to August 2006, June to August 2005

- Assisted design development of interior architectural details.
 - Researched and produced a list of Green incentives and information for company project managers and prospective clients.
- Old Faithful Visitors Center | Stillwater Community Hospital

OFFICE OF BYOUNGSOO CHO

BOZEMAN, MT

Intern

October to December 2005

- Coordinated meetings with city regarding site, historical issues, and design
 - Involved with site analysis, schematic design, and design development documents.
- Private Residence

SKILLS

- Building condition assessments
- Site investigation
- Zoning & code analysis
- All phases of project documentation
- Project presentations
- Client management
- Consultant coordination
- Project and team management
- Bid negotiation
- Construction administration
- Excellent organizational skills
- Time management
- Public Speaking
- Adept research skills
- Extensive travel experience
- Auto CAD
- Rhino
- 3D Studio Max
- MicroStation
- Adobe Creative Suite
- Microsoft Office Programs

EDUCATION

MONTANA STATE UNIVERSITY

BOZEMAN, MT

Master of Architecture | May 2007

Bachelor of Art in Environmental Design with Honors | May 2006

SPEAKING

ENGAGEMENTS

AIARI Summer Conference | Architecture and Service Panel Discussion | 7/25/2013

New York University | Life After Sandy: Adapting to the New Normal Panel Discussion | 12/13/2012

Stephen Wise Free Synagogue | Climate Change: The Long History and It's Social Implications Panel Discussion | 2/11/2013

Design Like You Give a Damn LIVE! | Open Mic: Coleman Oval Park | 11/13/ 2012

AWARDS

2011 AIA ENYA MERIT AWARD | *Nomination*

Recognition of the significant contributions of AIA New York members, at an early stage of their career.

2008 USGBC NY NATURAL TALENT DESIGN COMPETITION | *Second Place*

Design challenge emphasizing storm water drainage and urban redevelopment for a LEED Platinum school.

2005 MSU SCHOOL OF ARCHITECTURE WOOD PRIZE | *Scholarship Recipient*

Travel scholarship awarded for research of significant Indian religion sites and travel itinerary.

LEADERSHIP & PHILANTHROPY

CONFERENCE REPRESENTATIVE, AFH | SXSW Eco 2013, AIA National Conference 2013, DLYGAD 2013

INSTRUCTOR | AIANY ARE Prep Class | 2010 - 2012

PROJECT COORDINATOR | AFHNY volunteer for FlyNY | 2008-2010

FOSTER PARENT & EVENT VOLUNTEER | Brooklyn Animal Foster Network | 2007- 2009

CONFERENCE REPRESENTATIVE, PAC Architects | USGBC National Conference 2007, 2008

GRADUATE TEACHING ASSISTANT | MSU School of Architecture | August 2006- May 2007

STUDY ABROAD | New Zealand, Australia, India, China, South Korea | 2006

VOLUNTEER | Billings, MT Reading Rocks Program | 2006

PRESIDENT | National Home Builders Association Students Chapter | 2005

BIG SISTER VOLUNTEER | Gallatin County Big Brother, Big Sisters | 2003-2004