

## **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 | 2/11/2013  
Implications Panel Discussion

*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