

The University of Texas at San Antonio

Job Description

Job Title: Landscape Architect
Code: 15093
Salary Grade: 62
FLSA Status: Exempt
Department/Division: Planning and Development/Facilities Services
Reports To: University Architect/Director Planning and Development

Summary

- Function: Responsible for planning campus landscape improvements in support of the university's mission and strategic vision and consistent with the campus master plan. Provides quality control in the design and construction of campus landscape improvement. Provides guidance with respect to the campus landscape maintenance practices.

- Scope: Supports the Office of Facilities Planning and Development in the stewardship of the campus environment with regard to planning campus landscape improvements including project initiation, scoping, conception, and budgeting. Provides quality control through the development and maintenance of design guidelines and the review and evaluation of proposed site development projects. Advises the Grounds staff with respect to the care and preservation of the campus landscape.

Duties

- Typical:
 1. Identifies needs and opportunities including Campus Beautification projects. Recommends planning initiatives and develops landscape project priorities which support the academic mission of the University and leverages on-going initiatives.
 2. Facilitates and collaborates to develop long-range planning for the campus civic space and natural areas for the university campuses including landscape master plans, master plan amendments, individual facility plans, precinct plans, vegetation management plans, and infrastructure plans including associated vehicular, bicycle, transit and pedestrian space design.
 3. Develops project programs, scopes, concepts and budgets for landscape improvements assisting with site selection, site criteria, and site development. Evaluates proposed project for feasibility and constructability.
 4. Serves as a resource and consultant to project managers for developing proposals and project descriptions for landscape architectural projects.
 5. Provides project designs for projects not involving consultants.

6. Monitors current best practices in the landscape architectural field, research materials and methods for consideration for use on the campus. Assesses applications to the university.
7. Supports the building and maintaining of a project data archive to include historical information of past projects, description, costs, etc., for planning purposes and projecting anticipated site construction costs.
8. Participates in the development of land use related policies, landscape objectives and design guidelines to enhance and preserve the integrity of the campus civic space and natural areas as well as to promote sustainability particularly related to water conservation and water quality protection.
9. Develops, maintains and oversees the long range campus landscape plan and landscape design guidelines for all site construction and landscape architectural features including plant materials, hardscape, site furnishings and exterior way-finding.
10. Reviews and evaluates all proposed landscape improvements including building, landscape and infrastructure projects. Ensures that all projects conform to the campus master plan and landscape design guidelines, fits the overall character of the University, protects open space and important scenic views, contributes to the university's sense of place and supports the university's goals for sustainability.
11. Participates as an ex-officio member on the Master Plan Management Council.
12. Inspects landscape projects in progress to determine compliance with campus landscape design guidelines and acceptable horticultural practices and inspects plantings during the guarantee period and recommends remedial action if needed.
13. Develops standards for grounds maintenance. Advises the Grounds staff regarding maintenance practices and participates in decisions related to grounds and landscape maintenance, resource management, hazardous trees, major pruning, tree removal and planting design.
14. Performs other duties as assigned.

- Periodic:

1. May serve as a back-up for Director (attending meetings, conferences).
2. As assigned by Director of Facilities Planning and Development, performs duties in support of the mission of the department.

Education

Required	Preferred
Bachelor's degree in Landscape Architecture	Master's degree in Landscape Architecture

Other Requirements

Required	Preferred
Landscape Architect Registration in the State of Texas or ability to obtain within six (6)	LEED AP

months.	
Criminal Background Check (CBC).	N/A

Experience

Required	Preferred
Five years of landscape architecture experience to include design, specification and construction administration.	Ten or more years of experience including experience with higher education to include the design and development of campus open space and competitive sports fields.
N/A	Design and development experience under the jurisdiction of environmental regulatory agencies relating to water quality.

Equipment

Required	Preferred
Personal computer and standard office equipment.	N/A

Working Conditions

Usual	Special
Usual shop/office environment.	Occasional exposure to outdoor elements as well as dust, dirt and noise.

Supervision

Received	Given
General from department head or assistant head.	Direct supervision of assigned staff.

Accuracy

Proficiency in all phases of the duties performed.
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Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.
