

# LANDSCAPE ARCHITECT

## Competency Profile

**Description of Work:**

Positions in this class typically plan, design, manage, and review development or manipulation of the landscaping for practical, esthetic, religious, or creative objectives. They assess programmatic needs, available funding, site constraints, and regulatory requirements and develop a design that addresses project requirements. They may analyze and/or review consultant firms' construction and renovation plans to ensure all plans are functional, safe, economical, and sufficient to meet the needs of the community. These positions are typically involved in all phases of project development, from the initial programming and scope definition with the user groups and other stakeholders through the entire process including close-out. These positions may be involved in obtaining bids, selecting contractors, and negotiating contracts. After discussing and agreeing on the initial proposal, some may develop final documents (drawings and specifications.) The documents specify the materials needed. In developing designs, these positions follow codes, zoning laws, fire regulations, and other ordinances. Positions within this profession have similar job duties, but differ primarily in relation to the size, scope, and complexity of the projects they are assigned. Positions at the highest levels tend to work on "large scale" projects and/or oversee programs that have a significant budgetary, economic, organizational, and community impact.

| <b>Contributing</b>  | <b>Journey</b>  | <b>Advanced</b>   |
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| <p>These individuals are normally involved in the design-of a limited or specialized range of landscaping services. Work is normally defined within a limited project scope, and coordination of services with a lesser range of professional, trades, and contractor considerations. This level is generally differentiated from the Journey by its lesser complexity of projects, scope, variety, budgetary impact, and work is often conducted under the direction of higher level professionals, managers, and/or directorial staff that are afforded the decision making authority.</p> | <p>Individuals at this level are normally handling the coordination and planning of mid-large scale projects. Positions may act as university leads, project managers, or supervisors of lower level professional or technical staff. They directly work with university professionals, committees, advisory boards, and community officials to plan landscape projects. This level of competency is primarily differentiated from the Advanced by its lesser degree of involvement the long-term organizational planning of campus/agency objectives, lesser or no involvement in the development of original designs, and lesser involvement in the supervision of staff.</p> | <p>Individuals at this level may be expected to provide design solutions, coordinate or consult on large-scale projects; supervise/oversee lower level trades and administrative staff. They will be directly involved in the long-term organizational or master planning and design and construction of facilities that have significant financial, economic, community, commercial, or environmental impact. Given these positions level of expertise, they will also typically be the University or agency initial contact for legal matters associated with landscaping and/or act as agency/university professional representatives.</p> |

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| <b>Competency</b>  | <b>Definition</b>  |
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| <b>Professional/Technical Knowledge</b>                    | A demonstrated understanding of building design and construction from site analysis and programming through close out. Understanding of structural, mechanical, electrical, communication, utility, plumbing, and/or architectural specialty systems/components. Experience with administration and management of projects, customer service and guidance, building specifications, permitting/safety, and land usage rules and regulations. And a demonstrated understanding of the relationship between all organizational concepts. |
| <b>Project Design, Development, Planning, and Analysis</b> | The ability to analyze programmatic requirements and site and budget restraints to produce designs that address project criteria effectively. Alternately, to be able to assess consulting design professionals' proposed design solutions. The ability to develop project directives, outlines, projections, budgetary estimates, time lines, resource studies, and strategies to meet pertinent building/construction rules, regulations, and permitting.  |
| <b>Administration and Management</b>                       | Knowledge of business and management principles involved in strategic planning/problem solving, resource allocation, human resources modeling, leadership technique, production methods, budgetary analysis, and coordination of people and resources.   |
| <b>Communication</b>                                       | The ability to understand and analyze projects and communication in either written, verbal, or graphic representations for user groups, contractors, administrators, consultants, engineers, and to a variety of non-professional contacts. The ability to present projects to advisory committees or other large groups.  |

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**Professional/Technical Knowledge:** A demonstrated understanding of building design and construction from site analysis and programming through close out. Understanding of structural, mechanical, electrical, communication, utility, plumbing, and/or architectural specialty systems/components. Experience with administration and management of projects, customer service and guidance, building specifications, permitting/safety, and land usage rules and regulations. And a demonstrated understanding of the relationship between all organizational concepts.

| Contributing   | Journey   | Advanced   |
|--|---|--|
| <p>1. Applied understanding of a broad range of landscape concepts-including design and construction, administration and customer - service, public safety and security, and applicable codes and regulatory considerations.</p> | <p>1. Applied understanding of a broad range of concepts, such as landscape, design, technology, administration and management, mathematics, computers and electronics, customer and personal service, public safety and security, and applicable safety/legal considerations.</p> <p>2. Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, budgeting and coordination of people and resources.</p> | <p>1. Applied understanding of a broad range of concepts, such as landscape, design, technology, administration and management, mathematics, computers and electronics, customer and personal service, public safety and security, and applicable safety/legal considerations.</p> <p>2. Extensive knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, community perceptions, standards, fiscal policies, and the overall objectives of the agency or university.</p> |

**Project Design, Development, Planning, and Analysis:** The ability to analyze programmatic requirements and site and budget restraints to produce designs that address project criteria effectively. Alternately, to be able to assess consulting design professionals' proposed design solutions. The ability to develop project directives, outlines, projections, budgetary estimates, time lines, resource studies, and strategies to meet pertinent building/construction rules, regulations, and permitting.

| Contributing  | Journey   | Advanced   |
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| <p>1. Landscape architectural staff focused on projects of limited size and complexity and/or a member of a larger team working on a particular project/program, most</p> | <p>1. Individuals are able to review and provide guidance and direction to designers and contractors for med-large scale/complex projects; as well as provide</p> | <p>1. Individuals are normally able to provide landscape design solutions, and can provide guidance and direction to consulting design professionals and</p> |

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| <p>commonly supervised by an individual in a journey or advanced position.</p> <p>2. Positions are expected to analyze university programmatic needs associated with a given project and see it to completion.</p> <p>3. Work is generally conducted independently, but subject to review of higher-level staff, supervisors, or managers.</p> <p>4. Positions will normally be responsible for coordinating the work of contractors and internal staff to complete projects of a limited size and complexity or in a specified range of landscape architecture.</p> | <p>guidance to university officials in the long-term development of landscape architecture, or other planning regarding the physical environment.</p> <p>2. These positions are university main points of contact for the long-term planning and development of projects. They often act as leads for multiple med-large scale/complex projects, acting in an administrative/ advisory/review capacity.</p> <p>3. Such positions will also provide guidance, approval, and coordination assistance for alterations conducted by facilities, space planning, and/or related alterations to the original blueprints of university or agency structures. They will also be expected to review multi-project designs schematics to anticipate issues that may affect contracting estimates, project budgets, time-lines, and related construction implications.</p> | <p>contractors for med-large scale projects; and can provide guidance to university officials in the long-term development of structures to meet specialized needs.</p> <p>2. These positions are university main points of contact for the long-term planning and development of university projects.</p> <p>3. Positions may have supervisory or oversight responsibilities including responsibility for reviewing the finish work of his/her subordinates, such as lower level technical staff, trades staff, and contracted employees.</p> <p>4. They are able to effectively assess the programmatic needs of the user groups and make recommendations for new large-scale projects.</p> <p>5. Positions may generate project design and documentation or may act as the final approval contact for projects designed by consultant design professionals.</p> <p>6. Positions normally have signature authority on contractual services and/or able to halt the project if is not being completed in accordance with previous determined budgets, plans, specifications, or if extraneous issues are identified that he/or she deems significant.</p> |
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**Administration and Management:** Knowledge of business and management principles involved in strategic planning/problem solving, resource allocation, human resources modeling, leadership technique, production methods, budgetary analysis, and coordination of people and resources.

| <b>Contributing</b>  | <b>Journey</b>  | <b>Advanced</b>  |
|--|---|--|
| <p>1. Positions as this level provide professional services and are typically involved in all phases of development, from the initial discussion with the client through the entire construction process for projects of a limited size and scope.</p> <p>2. Positions will provide guidance to university representatives, planners, budgeting, landscaping, and/or grounds staff on the development of new projects.</p> | <p>1. Positions as this level provide professional services and are typically involved in all phases of development, from the initial discussion with the client through the entire project process.</p> <p>2. Positions will normally be expected to handle project initiations, designer selections, and project planning.</p> <p>3. Positions will complete reviews of projects through all phases – programming and site analysis; schematic design; design development; and construction documentations</p> <p>4. Positions may be required to coordinate bidding activities with out-side contractors, bid negotiations, and award contracts.</p> | <p>1. Positions at this level actively manage and coordinate multiple, varied, and/or large scale new projects.</p> <p>2. Positions may be overseeing or supervising lower level specialists, or related technical staff. Some job duties may be assigned to lower level staff by this employee.</p> <p>3. Positions tend to have significant fiscal responsibilities associated with projects/programs.</p> |

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**Communication:** The ability to understand and analyze projects and communication in either written, verbal, or graphic representations for user groups, contractors, administrators, consultants, engineers, and to a variety of non-professional contacts.

| Contributing  | Journey  | Advanced   |
|---|--|--|
| <p>1. Able to effectively provide information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.</p> <p>2. Able to actively listen to client needs and concerns.</p> | <p>1. Able to effectively provide information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.</p> <p>2. Able to actively listen to client needs and concerns.</p> <p>3. Positions may be required to be actively involved in advisory and planning boards for the development and long-term planning of large scale, physical structures, including but not limited to facilities, roads, parking lots/decks, etc.</p> | <p>1. Positions are expected to effectively communicate with a broad range of university officials and delegating bodies. Positions will be expected to advise and provide oversight for large-scale projects and be able to effectively communicate the long-term structural objectives to the university, agency, or governing bodies. Ability to present to advisory committees or other large groups.</p> <p>2. Positions will often be required and afforded the authority to revise internal policy and procedural. May make recommendations to the state level.</p> |

**Minimum T/E:**

Graduation from a four-year college or university with a degree relevant to the area of assignment and a minimum of one year of directly related experience. Or an equivalent combination of education and experience.

Necessary Special Qualification -Positions require a valid license to practice landscape architecture granted by the North Carolina Board of Landscape Architects.