



TaurangaCity

Job description

Title	Graduate Landscape Architect
Number	
Group	Community Services
Division	Spaces and Places
Reports to	Team Leader: Design
Direct reports	N/A
Date	27/03/2023

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Mātauranga Māori and our partnership with tangata whenua.

Job purpose

The primary purpose of this role is to produce high quality design deliverables under the guidance of the Spaces and Places Design team. You will support landscape design from concept through to construction documentation as well as graphic illustration services for a range of Spaces and Places activities and other Council initiatives to ensure quality design outcomes.

Key outcomes

Successful design of capital projects and the provision of high-quality landscape architectural advice and illustrative material.	• Quality landscape design outcomes are realised to improve the liveability of Tauranga City with projects held up as exemplars for landscape architecture. • Assist the team with creating design drawings, 3D modelling, visualisations, and construction drawings for policy development and/or specific projects across Spaces and Places and the broader Operations and Infrastructure team.
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WHANAKE TE TAI

	• Work collaboratively with the rest of the Planning, Engagement, Design, Delivery and Operational teams to successfully deliver the full work program. • Projects are delivered with high quality outcomes; opportunities are maximised and the required project success factors are achieved.
Landscape Design projects are strategic and deliver outcomes that better the community.	• Design projects that align with strategy, policy and reserve management plans. • Support engagement with the community through the design process to improve outcomes and build stronger connections between Council and the community. • Promote design-led thinking across the organisation for Council projects, including applying the Tauranga Moana Design Principles and Universal Design Principles. • Priority projects are well understood by the Executive, Council and risks are appropriately escalated and mitigated.
Task and record management	• Assist in the development and maintenance of the design team resources/CAD files and standards • Ensure good technical and quality requirements of work are maintained • Record your time against different projects • Keep good records of all work and communications undertaken • Assist with any other tasks, as appropriate, managing own work to meet required time targets.
Make an active and positive contribution to the team culture and ways of working	• A 'joined up' approach is taken to design, planning and engagement and delivery. • Maintain appropriate, open, friendly relationships with staff and the community • Contribute positively to the team culture, participate, have fun, share learnings and knowledge, suggesting or running team activities. • Attendance at team meetings and functions

	• Improve yourself - areas identified and opportunities sought and/or captured
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The job description is not an exhaustive list of requirements; the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential
• Tertiary qualification in Landscape Architecture or Urban Design or similar • New Zealand Institute of Landscape Architects (NZILA) membership preferred • Highly competent in using a broad range of digital tools and techniques, with experience using AutoCAD/Vectorworks, the Adobe Creative Suite (Photoshop and InDesign) as well as SketchUp 3D modelling • Strong written and verbal communication skills, with the ability to express complex ideas in a simply understood manner. • Ability to work under pressure and maintain a clear assessment of requirements and priorities. • Strong attention to detail, able to focus on critical elements and, at the same time, remain mindful of the big picture. • A self-directed and highly motivated individual who values being part of a talented team with diverse skills and experience.

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WHANAKE TE TAI

Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections