



INTERIOR DESIGN DIRECTOR JOB DESCRIPTION 2022

Your Role.

Since 2005 Terracotta Design Build has been an award-winning residential design-build company with a strong presence in the Atlanta market. As a Terracotta **Interior Design Director**, you will form part of a creative, collaborative team dedicated to residential design and construction excellence. You will join a studio of architects, interior designers, and contractors that work under one roof and share a unified design vision. As a team member you will be fully engaged in the design and construction process and will see your projects come to life.

What You Will Do.

As Interior Design Director, you are expected to lead and manage all interior design projects and interior architecture projects in collaboration with the architecture team.

Your primary tasks include initial consultations and client intake correspondence. Setting the design direction for new clients and managing the creative direction of the production team and consultants, developing production schedules, organizing client meetings and internal-staff meetings, preparing and running in-person or remote presentations, reviewing all pricing and purchasing as well as overseeing all product quality and delivery for interior design or interior architecture projects. You are expected to give direction to vendors and artisans, orchestrate the installation team until project completion, and help document all client and site-meetings.

Other tasks may include attending vendor and marketing presentations and events, reviewing and editing the materials library, as well as assistance with social media postings and office event coordination under the guidance of the Marketing Director and senior staff.

As a member of the team, you will be expected to participate in business development and marketing efforts, help answer phones, and perform general office work.

Job Type.

Full time: 5 days week (Monday-Friday)

**The first 6 months of work will be in-person, with the possibility of some remote work after the first 6 months are completed.*

Your Qualifications.

- Degree in Interior Design from an accredited school is required
- 8-10+ years of residential interior design and interior architecture experience
- Excellent communication, leadership, presentation, and management skills
- Excellent knowledge of product sourcing, specification, and pricing
- Proficiency in Office Suite, AutoCAD and Sketchup is required
- Proficiency in Adobe Creative Suite is required
- Must have a residential project portfolio and be willing to take an on-site skills test
- NCIDQ certified not required, but encouraged



Life at Terracotta.

We are passionate about a balanced work/life environment. We encourage every person at Terracotta to lead a healthy lifestyle. Our comprehensive benefits include medical, dental, vision, disability, paid holidays, and paid time off. We also offer a retirement plan and annual bonus opportunities.

As part of the firm's commitment to personal growth, Terracotta offers reimbursement for certain professional licenses and exam fees. In addition, we contribute towards certain expenses for professional development courses and training.

Most importantly, our team loves the work we do. We thrive on collaboration, conduct our work with honesty and integrity, and we place a high value on quality and creativity. Our team is an "all hands-on deck" kind of environment and your days may include everything from high-level skills to warehousing duties.

If you want to work in an environment where you will be valued and make a difference, come join the Terracotta team! *Please send a resume to myhome@terraccottadesignbuild.com.*

Learn more about our team at www.terraccottadesignbuild.com

Terracotta. Love Life at Home (and at work)