



Architectural Designer (Post-Graduate, 2–5 Years Experience)

Mission-Driven Design & Project Support

Newport, KY (In-Person | Just across the river from Cincinnati, Ohio)

Learn fast. Do real work. Build meaningful projects.

This is an architect-in-training role for someone early in their career who wants to grow quickly, take on real responsibility, and learn how great architecture actually gets built.

At Emboss, Intern Architects are not stuck doing busywork or redlines in isolation. You will work directly with Project Architects and senior team members on active projects across all phases, from schematic design through construction administration.

You will gain exposure to real clients, real consultants, real construction, and real decision-making while building a strong technical foundation and design sensibility.

If you are curious, capable, and motivated to grow, this role will stretch you.

You Are

You are thoughtful, motivated, and eager to learn.

You care about architecture, but you also care about how things actually come together. You ask good questions. You want to understand not just *what* to draw, but *why* things are done a certain way.

You take pride in your work, pay attention to detail, and follow through. You are organized, responsive, and open to feedback. You want to be part of a team that does meaningful work and holds high standards.

You are early in your career, but serious about it.

Who We Are

Emboss is a small, mission-driven architecture firm based in Newport, Kentucky, just across the river from Cincinnati. We believe good design is a right, not a privilege. Our work focuses on creating spaces where people, community, and the planet thrive. Our portfolio includes schools, hotels, apartments, bourbon distilleries, workplaces, and nonprofit spaces. We work fast, care deeply, and take pride in thoughtful, high-impact design.

With more than 60 active projects and a team that blends playful irreverence with deep professionalism, Emboss is a place for architects who want to learn quickly, take ownership of their growth, and do work that matters.



What You'll Do

Design & Documentation Support

- Support Project Manager/Project Architects and senior staff in developing projects from Schematic Design through Construction Documents
- Assist with drawing production, modeling, and documentation in Revit
- Help translate design intent into clear, coordinated drawings
- Prepare presentation materials and design studies as needed

Technical Learning & Coordination

- Learn construction detailing, building systems, and code requirements through hands-on project work
- Assist with consultant coordination by reviewing drawings and helping track updates
- Participate in internal project reviews and page turns
- Support building code research and documentation

Construction Administration Support

- Assist with submittal reviews, RFIs, and field reports under the direction of senior staff
- Attend site visits and construction meetings as appropriate
- Help maintain drawing quality and design intent during construction

Team Collaboration & Growth

- Work closely with Project Architects and senior team members across multiple projects
- Receive regular feedback and mentorship to support professional development
- Take ownership of assigned tasks and deadlines
- Ask questions, learn from mistakes, and continuously improve

Who You Are

- 3 to 5 years out of architecture school
- Actively working toward licensure
- Comfortable in Revit and eager to improve technical skills
- Curious about construction and how buildings come together
- Organized, reliable, and responsive in communication
- Detail-oriented with pride in producing high-quality work
- Able to manage multiple tasks with guidance and support
- Comfortable working in a collaborative, in-person studio environment

Required Experience

- 2 to 5 years of post-graduate architecture experience
- Experience supporting projects through design and documentation phases
- Working knowledge of construction drawings and basic building systems
- Proficiency in Revit; familiarity with Adobe Creative Suite
- Strong written and verbal communication skills

What We Offer

- Competitive salary appropriate to experience level
- Health insurance, PTO, 401(k), profit sharing, and paid parental leave





- Strong mentorship and clear growth path toward Project Architect
- High-trust environment with real learning opportunities
- In-person role at our Newport, KY office
- Meaningful projects and a team that cares deeply about doing good work

How to Apply

1. Complete our Culture Index survey:
<https://go.cultureindex.com/s/kLFZgUEdJm>
2. Send your resume, portfolio and a short cover letter to Emma@embossdesign.com

