

INTERMEDIATE LANDSCAPE ARCHITECT (P2-Intermediate Level)

Permanent Full-Time

Job ID: P2-ACLAGEN-2170-00

Function: Architecture & Design

Sub-Function: Landscape Architecture

Location: Toronto

Reports to: Associate

Salary: Grade 6 - \$64,192 - \$92,276

Date: June 5, 2026

Managerial Position: No

JOB SUMMARY

The primary purpose of the Intermediate Landscape Architect position is to support the design and delivery of landscape architectural projects by taking responsibility for defined project components. This role exists to ensure that landscape architectural documents are high-quality and appropriately detailed for the purposes of phased design, effective consultant coordination, compliance with the building code, permitting requirements, tendering and construction. This role also contributes to the development of project solutions that are aligned with ERA's core values regarding accessibility, sustainability, heritage planning, and conservation best practices (where applicable), while meeting Client objectives. This role interfaces with clients and consultants and requires clear, professional, and sensitive communication.

ABOLUT THE TEAM

ERA's Landscape Team is seeking a proactive Intermediate Landscape Architect / Designer with a strong technical foundation, sound construction knowledge, and a minimum of four years of professional experience to join our Toronto studio. This role offers the opportunity to help deliver projects that positively shape public spaces, cultural landscapes, and communities across diverse sectors.

This role is ideal for a collaborative professional who enjoys working in a multidisciplinary environment and contributing to thoughtful, well-executed project outcomes. This role offers a clear path for professional growth, providing opportunities to expand responsibilities in project delivery, client management, business development, and mentorship.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Design and Technical Execution

- Evaluates existing sites, records findings in reports/drawings, and translates findings into project strategies with growing independence.
- Contributes to the production of detailed drawings, specifications, and other documentation for each Phase of the Project, taking ownership of defined components under the guidance of senior staff.
- Applies developing technical assembly knowledge and detailing expertise to project drawings, seeking direction from Senior staff when needed.
- Applies relevant standards and best practices to project work, seeking direction from Senior staff when needed.
- Prepares documentation that is clear, consistent, and aligned with regulatory requirements and ERA's internal quality standards.

- Effectively executes assigned production, communication, coordination and Contract Administration tasks, supporting senior staff in the organization of work for other team members.
- Participates in on-site reviews in accordance with ERA's Health & Safety Handbook and Ontario Health & Safety Association requirements.

Project Coordination

- Supports the delivery of ERA's project deliverables during the Design Phases as established in ERA's Service Contract, taking responsibility for defined components with guidance from Senior staff.
- Assists with Tendering and Contract Administration services by preparing documentation, coordinating with consultants and contractors and tracking required information.
- Contributes to and supports the development of project delivery, staffing, and resource workplans that are aligned to fees.
- Prepares draft deliverables for review by Senior staff in a timely manner, ensuring they are complete, appropriately developed and aligned with ERA's standards prior to submitting them.
- Assists with Cost Planning, Cost Control, and Value Engineering Process tasks (where applicable) by gathering data, updating logs, and supporting analysis.
- Follows project-specific PPE and safety training requirements and helps communicate these expectations to other supporting staff prior to site visits.
- Identifies and promptly escalates unexpected project issues or site discoveries to Senior staff or Principal staff.

Communication and Engagement

- Communicates project concepts and strategies to clients, project teams, Authorities with Jurisdiction (AHJs), and stakeholders with growing confidence, often in collaboration with Senior staff.
- Helps establish clear communication lines internally and externally at project start up, maintaining support throughout the project, including any updates and modifications.
- Supports consultant communication and coordination by preparing materials, tracking information, and helping resolve technical questions.
- Contributes to the organization of project meetings, preparing necessary supporting materials such as agendas, coordination packages and presentation decks, and participates alongside Senior staff.
- Contributes to the preparation of content for public meetings and participates alongside Senior staff.
- Supports liaison activities with AHJs by preparing submission materials, tracking responses, and assisting in satisfying conditions of approval.
- Adapts communication strategies based on ERA's project role (Prime Consultant vs. Subconsultant), with guidance from Senior staff.
- Identifies and promptly escalates sensitive communication issues to Senior staff and/or Principal, supporting resolution as directed.

Business Development

- Contributes to the development of fee proposals by gathering project information, drafting service descriptions, and assisting Senior staff in identifying the services, deliverables and fees required for projects.
- Supports Senior staff and the Business Development Team in preparing materials for RFQ and RFP submissions.
- Participates in networking/sector events, and public-facing initiatives to help enhance ERA's visibility and build professional relationships.
- Prepares draft project copy and documentation for Business Development use and external publication.

Knowledge Development

- Maintains familiarity with evolving regulatory frameworks, including building codes, green standards, accessible design standards, and heritage policies across jurisdictions (where applicable), and applies this knowledge to project work with guidance from Senior staff.
- Builds and maintains knowledge of evolving practices within relevant disciplines, integrating insights into project tasks.
- Contributes to ERA's internal knowledge base by sharing lessons learned, precedents, and technical insights.
- Participates in internal reviews of project outcomes and supports continuous improvement of design and delivery processes.
- Supports the mentorship and training of entry-level staff on the above.
- Maintains familiarity with internal project delivery standards (e.g., templates, drawing conventions, graphic style guide) and stays up to date with industry best practices to support ERA's organizational learning.
- Develops a working understanding of key differences between Construction Delivery methods (e.g., CCDC 2 vs. CCDC 5B) and supports Senior staff in positioning ERA's response appropriately.

QUALIFICATIONS

- A Bachelor's degree in Landscape Architecture, or a closely related field is required.
- A Master's degree in Landscape Architecture is preferred.
- Professional membership or in the process of obtaining membership with the OALA and/or AAPQ is considered an asset.
- Minimum 4 years of professional experience supporting landscape architectural design and project delivery, including exposure to municipal approvals, preparation of design deliverables, and coordination with consultants across multiple project phases.
- Familiarity with heritage conservation, adaptive reuse, and cultural heritage landscape design approaches. Interest in pursuing CAHP certification, or early progress toward certification, is considered an asset.

SKILLS REQUIRED FOR ROLE

- Proficiency in AutoCAD, Adobe Creative Suite, MS Office Suite.
- Working knowledge of Revit, SketchUp, and Rhino, GIS, and Bluebeam Revu with the ability to apply these tools effectively to project tasks.
- Excellent written, verbal, and visual communication skills; professional proficiency in French is considered an asset.
- Solid landscape architectural technical foundation and sound landscape construction knowledge.
- Solid design, research, including the ability to conduct archival, policy, and technical research, and summarize findings clearly.
- Strong analytical and proactive problem-solving skills with the ability to identify issues and propose options for resolution.
- Strong understanding of standard landscape architectural practices and workflows.
- Solid observation and documentation skills when recording existing site conditions, with increased accuracy and independence.
- Ability to analyze research and site observations and contribute to project strategies and deliverables, with guidance from senior staff as needed.
- Demonstrated ability to collaborate with multidisciplinary teams, clients, and stakeholders in a professional and organized manner.
- Strong attention to detail and commitment to maintaining quality in all project documentation.

- Ability to handle sensitive information with professionalism and discretion.
- Developing conflict-resolution skills and the ability to navigate team dynamics and Client concerns with support from senior staff.

Working Conditions

This role is primarily office-based, with extended periods of desk work and occasional site visits that may involve standing, walking, and brief periods of bending, crouching, pushing, or reaching. Site visits may also include exposure to outdoor weather conditions and intermittent noise, where appropriate PPE and specialized training is required. The position can involve occasional periods of high workload, decision making under pressure, tight deadlines, competing priorities, and multitasking, along with intermittent interruptions.

Expectations for work outside the office (i.e., full-day excursions beyond typical site visits or business conducted from an ERA office) range from 1 to 10 days per year. Overnight travel is limited, with expectations ranging between 1 and 5 days per year. Occasional travel is required for client meetings and site visits and may require evening hours during peak project phases.

ERA does not discriminate against applicants or employees because of their race, creed, colour, age, religion, gender, disability, sexual orientation, marital status, military status, national origin or ancestry. ERA is committed to fostering an inclusive and equitable workplace where all employees and partners feel valued, respected and supported. ERA is committed to working with and providing reasonable accommodation to applicants with disabilities.