



Position: **Regional Director – PA & NJ**  
Description last updated: October 17, 2023  
Supervisory Position: No  
Position Reports To: Senior Director, Field Division East (SD/FDW)  
Status: Full-Time  
FLSA: Exempt  
Location: Greater Philadelphia, PA Metro Area

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**PRIMARY PURPOSE OF THE POSITION:**

The Regional Director is responsible for contacting and developing relationships with design and construction professionals, within an assigned region, to encourage and provide solutions for the use of wood in non-residential and multi-family buildings. This person serves as an educator while also providing structural and architectural design guidance to clients. They are the 'go to' resource for design, construction, and development professionals with questions about the use of wood in their projects.

**ESSENTIAL JOB FUNCTIONS:**

- Apply engineering, and codes and standards expertise to provide technical solutions to architects, engineers and others involved in the design of non-residential and multi-family wood buildings
- Provide insight and design guidance for building structures ranging from one to eighteen stories, including the development of wind, uplift, loads, live loads, diaphragm, and shear design
- Analyze structural design compliance and efficiency of client engineering projects
- Develop building layout schematics that meet load, seismic, and other considerations while maximizing efficient structure layout and construction
- Provide expertise to project architects and structural engineers regarding fire resistance design and building envelope enclosure systems
- Provide guidance and direction to project engineers for the design of the structural connections and components needed to comply with building requirements, life safety, and jurisdictional requirements
- Provide peer review of structural calculations and concepts correcting and modifying plans as needed
- Analyze wood structural systems to determine the best engineering approach; calculate loads as needed for the structure, occupants, and ancillary systems
- Determine integration of steel structure and concrete foundations for hybrid wood structures
- Engage with jurisdictions on the client's behalf to demonstrate the project's structural design compliance with respective building codes and local requirements
- Participate and/or lead project team meetings, especially with engineers and contractors, to ensure wide understanding of project design to allow for proper and efficient construction
- Present educational seminars for architects, engineers, code officials, contractors, developers, and others covering the benefits of using wood and showcasing wood building designs
- Contact design and construction professionals and offer wood-based solutions that meet their objectives
- Further develop the use of wood buildings in the regional market using traditional and consultative sales techniques—i.e., following leads, establishing contact, and building relationships

**QUALIFICATIONS:**

- Proficiency in building codes and standards for wood-frame construction and ability to provide information and solutions to design professionals have questions or issues related to specific projects
- Ability to proactively initiate contact with architects, engineers, contractors, and others involved in the design and construction of buildings
- Excellent oral and written communication skills to represent the industry and WoodWorks
- Ability to engage design and construction professionals in positive discussions regarding material selection
- Ability to take initiative and work independently without direct supervision
- Proficiency in MS Office
- Experience using Salesforce is a plus

**EDUCATION AND EXPERIENCE:**

Required:

- BS or MS in Civil, Structural, or Architectural Engineering
- Professional Engineer License
- 5+ years structural design experience

Preferred:

- Project management experience (business development/marketing a plus)
- Light-frame wood design experience
- Mass Timber design experience
- IBC and local building codes, fire, design experience

**TRAVEL REQUIREMENTS:**

- Frequent regional travel for meetings (frequent day and occasional overnight)
- National travel of 2--4 trips annually (more during the first year for training and team development)

**EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

WoodWorks and Wood Products Council are active Equal Employment Opportunity Employers, M/F/D/V. We welcome all people regardless of race, color, national origin, religion, age sex, disability, veteran status, or other category protected by law.

A job description is a general description of the function and major duties of a job. It may not specify all duties, tasks, and assignments associated with a job. It is not intended to limit or in any way modify the right of management to direct, assign, and control the work of employees in a unit. Accuracy, attention to detail, ability to work effectively in a team environment, and ability to work in an atmosphere of multiple projects and shifting priorities are requirements of all jobs at WoodWorks. Additional job-related qualifications may be specified for some openings. Job descriptions are subject to periodic review.