



# SYCAMORE LANDSCAPE

DESIGN • BUILD

## Landscape Designer & Manager Apprentice

If you are looking for a long-term career—not just a job—and want to grow into a leadership role within a high-standard, relationship-driven company, we encourage you to apply.

### About Sycamore Landscape Design Build

Sycamore Landscape Design Build exists to design and build timeless outdoor living spaces for families to cherish for generations. We specialize in large, luxury residential design-build projects throughout Southeastern PA and Central NJ.

We are a growing, founder-led company built on elite client experience, outstanding design standards, and long-term relationships with both clients and team members. Our culture integrates DISC-based communication principles and emphasizes leadership development, accountability, and craftsmanship.

### Role Overview

**The Landscape Designer & Manager Apprentice is a hybrid, entry-level career-track position designed for individuals who want to build a long-term career in the high-end landscape design-build industry. This is not a desk-only design role. It is a 50/50 split between office/design responsibilities and field/operations leadership development.**

**This apprenticeship is structured to relieve designer and operations management workload while developing the apprentice into a future Lead Designer (commission-based) or Project Manager (bonus-based) within Sycamore.**

### Year 1 Expectations

- 50% Office/Design Work – 50% Field/Operations Involvement
- Conduct site measuring and develop base plans in Dynascape Design
- Assist with material pickups and vendor coordination
- Support on-site job layout, installation and quality control, 'boots on the ground & hands on the tools'
- Coordinate vehicle and equipment cleanliness scheduling and movement
- Shadow client meetings 1<sup>st</sup> year
- Present portions of design concepts as development progresses
- Close small projects when prepared and approved



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## **Core Responsibilities**

### **Design & Sales Support:**

- Site analysis and accurate property measurements
- Draft schematic master plans in Dynascape
- Assist in converting 2D designs to 3D renderings
- Support proposal preparation and presentation materials
- Participate in weekly design and sales meetings

### **Operations & Field Leadership Development:**

- On-site layout and installation support
- Assist crews to maintain production flow
- Maintain vehicle and equipment standards
- Support operational organization and efficiency improvements

### **Client & Relationship Development:**

- Shadow and gradually participate in client meetings
- Learn and apply DISC communication principles
- Help maintain strong, long-term client relationships

### **Successful candidates are:**

- Comfortable both behind a computer and working outdoors
- Physically capable of lifting 60–100 lbs regularly
- Detail-oriented and process-driven
- Emotionally intelligent and team-focused
- Accountable and punctual
- Honest, high-integrity, and professional in communication
- Self-motivated and disciplined with time management

### **Standards & Accountability**

- On-time daily with professional appearance
- Clean, organized vehicles and job sites
- During working hours phone use is only for internal company communication or GPS directions to job sites.
- Help develop and follow documented processes and training systems
- Strong follow-through and attention to detail
- Positive, solution-focused attitude

### **Career Development Path**

This apprenticeship includes structured training, DISC coaching, and 2–3 weekly one-on-one mentorship meetings with the owner or operations manager.



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## **Long-term pathways include:**

- Lead Designer – Commission-based compensation structure
- Project Manager – Bonus-based compensation structure

## **Compensation & Benefits**

- Hourly compensation during Year 1 & 2
- Transition to salaried position within 24 months based on performance
- Bonus or commission opportunities beginning approximately Year 3
- Paid time off and holidays
- Company vehicle for meetings and material selections after Year 1
- Dental coverage after 90 day waiting period
- Retirement match option after 1st year waiting period
- Professional development and leadership training opportunities

## **Who Thrives in This Role**

We are looking for individuals with 1–3 years of industry experience or strong related experience who are serious about building a long-term career in landscape design-build.