

Environment and Signage Coordinator, Campus Planning
University at Buffalo

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Downloaded On: Oct. 21, 2025 3:40am

Posted Aug. 20, 2025, set to expire Aug. 4, 2026

Job Title	Environment and Signage Coordinator, Campus Planning
Department	Campus Planning
Institution	University at Buffalo Buffalo, New York
Date Posted	Aug. 20, 2025
Application Deadline	08/19/2026
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Facilities/Maintenance/Transportation
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Environment and Signage Coordinator, Campus Planning

Position Information

Position Title: Environment and Signage Coordinator, Campus Planning

Department: Campus Planning

Posting Link: <https://www.ubjobs.buffalo.edu/postings/58553>

Job Type: Full-Time

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Posting Detail Information

Position Summary

The **Environment and Signage Coordinator** for the department of [Campus Planning](#) plays a pivotal role in shaping the visual and experiential identity of the campus through thoughtful planning of public environments. This position focuses on highly visible and frequently used campus spaces-including lobbies, atriums, public corridors, stairwells, and other shared interior environments-as well as exterior areas such as building entries, plazas, and walkways.

The planner is responsible for the visioning, planning, design coordination, and implementation of environmental branding, wayfinding, and signage systems that enhance accessibility, support campus identity, and create welcoming and inclusive experiences. By working closely with University Facilities, University Communications, internal clients, and external consultants, the Environment and Signage Coordinator ensures that every element-from signage to spatial graphics to experiential cues-reflects institutional values and fosters community connection across the campus environment.

Core Responsibilities of this position include, but are not limited to:

- Lead the planning, design coordination, and implementation of wayfinding/ signage, and environment upgrades to enhance campus identity, navigation, and user experience.
- Collaborator in developing and maintaining campus-wide signage guidelines and standards, ensuring consistency, accessibility (ADA compliance), and alignment with institutional branding.
- Coordinate with internal stakeholders, consultants, and vendors to oversee signage and public realm projects from concept development, planning, and design, and at times through fabrication and installation.
- Conduct assessments and audits of existing signage and public spaces, recommending updates and improvements to support usability, safety, and visual coherence.
- Support placemaking initiatives by integrating interpretive elements, storytelling features, and digital technologies that enhance engagement and create a sense of place.

The **Environment and Signage Coordinator** role requires a blend of design expertise, project management skills, and an understanding of campus planning principles. The ideal candidate is a creative thinker and problem-solver who is passionate about the intersection of design, public space,

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and user experience.

Learn more:

- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Minimum Qualifications

- Bachelors degree in architecture, interior design, graphic design, or related field.
- Two (2) years of professional experience in branding, wayfinding/signage, placemaking, or a related discipline.
- Proficiency in design software such as Adobe Creative Suite.
- A valid drivers license to operate a motor vehicle is required or candidate must otherwise demonstrate their capacity to meet the transportation requirements of the position.
- Applicants must be currently authorized to work in the United States on a full-time basis without visa sponsorship.

Preferred Qualifications

- Five (5) years of professional experience in branding, wayfinding/signage, placemaking, or a related discipline.
- Proficiency in design software such as Adobe Creative Suite.
- Understanding of accessibility standards and regulatory requirements for signage and public space enhancements.

Physical Demands

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Regular site visits across all three campuses.

Salary Range

\$60,000 - \$75,000

Special Instructions Summary

Is a background check required for this posting?

Yes

Contact Information

Contact's Name: Daryl Ryan

Contact's Pronouns:

Contact's Title: Campus Planning Manager

Contact's Email: dwryan2@buffalo.edu

Contact's Phone: 716-645-6767

Posting Dates

Posted: 08/19/2025

Deadline for Applicants:

Date to be filled: 12/31/2025

Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

N/A

University at Buffalo

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