

Job Description

Design Director, Interiors

The Team

Pembroke is an international real estate advisor that acquires, develops, and manages properties and places – specializing in mixed-use, office, and residential environments in the world’s leading cities. We’re united by a belief that real estate is more than just buildings. Our mission is to create long-term value through our global expertise, local knowledge, and passion for real estate. Comprised of experts across a variety of fields, our team consistently strives for excellence, achieves with integrity, and embraces collaboration.

Over the past twenty-five years, we’ve grown to include offices in Boston, San Francisco, London, Munich, Stockholm, Sydney, Tokyo, and Washington DC, and manage approximately 9.8 million sq ft/915,000 sq m in North America, Europe, and Asia Pacific. Facilitating the private capital of our investors FMR LLC and FIL Limited, we invest in global markets with long-term growth potential.

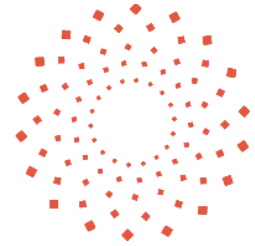
The Role

Pembroke is seeking a design-focused, highly communicative professional to guide interior design direction for residential and commercial development and capital projects for Pembroke. This role will be based in Boston and will report to the Head of Interior Design. You will work closely with the Head of Interior Design and the firm’s development team, to shape the interior and experiential design for select domestic and international assets within our multi-family and commercial portfolio.

You will apply creative and strategic thinking and leverage holistic placemaking principles to deliver thoughtful, high-quality interior environments. You will collaborate with internal Pembroke development professionals, marketing teams, and asset managers to strengthen the Interior Design team’s core competencies across commercial, workplace, and multifamily residential design.

You will also coordinate with external contractors and consultants responsible for executing interior environments, supporting the design and delivery of projects ranging from new multifamily developments to commercial lobby improvements, amenities,

PEMBROKE



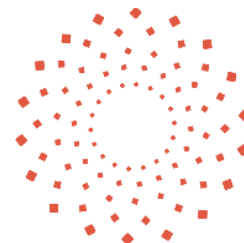
furniture and finish programs, corporate spec suites, test fits, marketing renderings, and other interior design initiatives across the Pembroke portfolio.

This position requires consistent verbal and visual communication with multiple stakeholders in a matrixed organization. You will help refine processes and protocols to ensure accuracy of design intent, adherence to construction quality expectations, and alignment with schedule and budget. Cultural awareness and openness to varying methodologies and market customs are essential, as travel to select global markets should be anticipated.

Key Responsibilities

The Design Director, Interiors will:

- **Guide and direct** the interior design process for Pembroke's development and capital projects, prioritizing value creation for end users and stakeholders.
- **Review presentations and construction documents** to ensure alignment with design intent, brand, and quality principles, with an initial focus on multi-family residential projects.
- **Advance design best practices** across finishes, furniture, programming, inclusion principles, art strategy, sustainability, and healthy materials.
- **Partner closely with the Head of Interior Design** to establish cohesive design direction that reflects high design quality and supports efficient consultant workflows.
- **Coordinate with external consultants and contractors** to maintain design quality, align drawings and renderings, provide timely technical and design input, and meet schedule and budget expectations.
- **Collaborate with internal teams**—including Pembroke development, design, marketing, and asset management—across domestic and international markets.



The Expertise and Skills You Bring

- A **bachelor's degree in Architecture or Interior Design**.
- Strength in both **conceptual design** and **practical implementation**, across interiors, furniture, finishes, programming, lighting, acoustics, and AV technology.
- **Collaboration skills**, with the ability to build constructive relationships across internal and external teams.
- **Excellent verbal and written communication skills** across disciplines and organizational levels.
- Proficiency in graphic and design software such as **Miro, Photoshop, InDesign, PowerPoint, Bluebeam**, and drafting tools such as **AutoCAD and/or Revit**.
- A **self-motivated, performance-driven work style**, with an emphasis on quality and continuous improvement.

In office and travel expectations: This role requires regular, in person office presence and requires domestic and international travel **1–3 times per quarter**.

Qualified candidates interested in applying for this position should reach out to HR Director, Callie Ensley-Smith via callie.ensleysmith@pembroke.com.