



THE ARCHITECT'S GUIDE TO

# Small Firm Management

*Making Chaos Work for Your Small Firm*

- Discover organizational strategies proven for small firms in any economy
- Learn to meet the demands of an evolving marketplace



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## The Architect's Guide to Small Firm Management: Making Chaos Work for Your Small Firm



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The definitive guide to management success for sole practitioners and leaders of small design firms. Owning and operating a little architectural design firm can be challenging, with tight project deadlines, on-the-fly meetings, rush proposals, and fluctuating workloads within the firm's day-to-day activities. The Architect's Guidebook to Small Firm Administration addresses how small firm owners can: Offer effectively with unexpected circumstances and shifting work requirements; Meet the demands of the marketplace while creating a satisfying workplace; Set and achieve goals in an environment of constant change. This book is a must-have for those facing the often harsh reality of managing small design firms in a hard and changing economy. This definitive text explores the whole system experience of a small company practice to deliver organizational strategies which can keep a firm's innovative mission on a reliable, productive path. Essential topics such as self-aware leadership, people management, technology, financial health, scenario planning, sustainable practice, and upcoming trends are examined using real-life case studies and business model paradigms. To greatly help small company owners cope with the chaos and plan the unexpected, here is The Architect's Guide to Small Firm Management, a no-nonsense guideline to repurposing daily demands into workable, goal-directed solutions. Entrepreneurial architects and designers will quickly realize how to define their own personal and professional meanings of success, as well as how exactly to refocus their business approach to replace lengthy, unrewarding hours with manageable, satisfying ones.



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