

Role Definition

Job title:

Architectural Apprentice Level 7

Reporting to:

Project Leader of the current project on a day to day basis and ultimately to the Senior Partner

Overview:

Architectural Apprenticeship is a programme officially approved by the Institute for Apprenticeships which combines working with learning and leads to gaining academic qualifications.

The Architect Apprenticeship Level 7 is a four-year programme that incorporates the ARB/RIBA Part 2 and Part 3 qualifications with a partner university. An apprentice will spend 20% of the contracted time in the academic training and 80% of the time will be utilised to learn through practice.

The offer of an apprenticeship will be conditional upon the applicant securing a place on the Level 7 Architectural course at our educational provider. Please note that we are unable to offer visa sponsorship for this role. Therefore, it is essential the applicant is eligible to work in the UK. Other eligibility requirements may also apply to meet apprenticeship regulations.

Responsibilities:

- Assisting with design work using a range of physical and digital tools
- Preparation of drawings, presentations and models
- Planning workload to deliver on time and ahead of target
- Assisting with the preparation of materials for the delivery of presentations and other communications to internal and external clients
- Develop, where required, representations of design options for further discussion by the design team
- Record evidence of your professional experience in accordance with the requirements of the RIBA
- Contribute, or otherwise assist, as required by the Partner, Senior Partner or nominated Architect

Qualities & skills required

- RIBA/ARB Part 1 degree in Architecture
- Work experience in an architectural practice, preferably a Year Out
- Strong conceptual and design talent
- Fundamental understanding of the design process
- Revit, AutoCAD, 3D Max, Rhino, Grasshopper and Adobe Suite skills an advantage
- Able to operate in a dynamic and changing environment
- Confidence in working in a complex and international environment
- Good interpersonal skills and the ability to work well in a team
- Strong time management skills to balance working and learning commitments
- Able to build good relationships at all levels, internally and externally
- Resilient to cope with conflicting demands, able to prioritise duties and work effectively under pressure and meet deadlines efficiently and effectively budget

This description reflects the core activities of the role but is not intended to be all-inclusive and other duties within the group/department may be required in addition to changes in the emphasis of duties as required from time to time. There is a requirement for the post holder to recognise this and adopt a flexible approach to work. Job descriptions will be reviewed regularly and where necessary revised in accordance with organisational needs. Any major changes will be discussed with the post holder.