



# Application Pack

Foundation Certificate in Heritage Stonemasonry

June 2025 for September 2025 start





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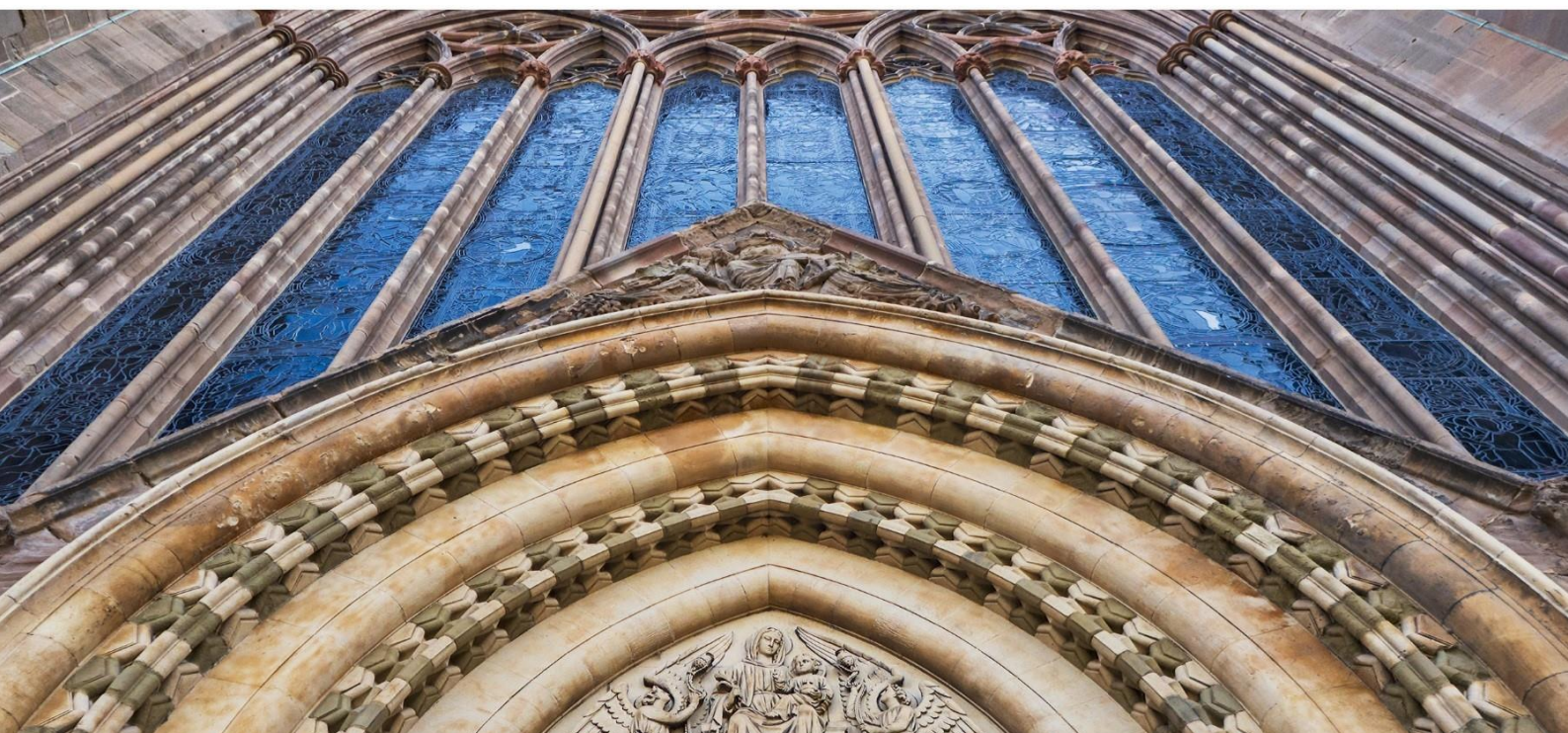
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# About Worcester Cathedral

Worcester Cathedral is a magnificent sight as it rises majestically above the River Severn. Worcester has been the seat of a bishopric since the Seventh Century, and the Cathedral was served by monks until the Reformation. St Oswald and St Wulfstan were among the bishops. Since the eighteenth century, the Cathedral has been famous for its part in the annual Three Choirs Festival, the oldest choral festival in existence. Today the Cathedral is the centre of a vibrant community of clergy and laypeople, offering the praises of God each day, serving the city and diocese of Worcester, and attracting visitors from all over the world.

Our Cathedral community is diverse with over 70 staff and 200 volunteers. We are rightly proud of the tremendous heritage and number of partners we work with across the Cathedral and City to provide a warm welcome to our visitors, to promote learning about the history of the Cathedral, attend our many events and activities and to participate in the worship and music that is at the heart of our Cathedral.

The cathedral is constructed mainly in sandstone and is one of the most southerly Cathedrals in the UK with this type of stone. Constant westerly winds accelerate the weathering processes, and therefore the fabric requires continual attention. Other attributes of stone erosion and failure of stone are constant for many other reasons, but this all makes up for an interesting work-based environment and challenge.

The conservation, restoration and maintenance of the Cathedral is crucially important to preserve the fabric and retain this inspiring beautiful building. At Worcester Cathedral we feel it is vitally important that masonry skills are passed down to the next generation to retain heritage skills, and to preserve this and other historic buildings.

We are one of only fourteen English Cathedrals who form the Cathedrals' Workshop Fellowship (CWF) and employ their own stonemasons within a Works Department. We offer a special and unique place to work and the training we provide for our masons through our CWF membership produce high-quality skilled crafts people in the heritage sector.

We work using traditional heritage skills, we have close connections in the heritage community and enhance and influence heritage skills in the wider community through our teaching methods and principles. At Worcester we regard the Cathedral masonry workshop as a Centre of Excellence in the county for heritage craftspeople.





# Management and Governance

The governance of the Cathedral is the responsibility of the Chapter, which comprises residentiary canons and lay canons with professional expertise and is chaired by the Dean. The Chapter is responsible for strategy, oversight and financial sustainability and meets monthly. Under the current Constitution and Statutes, there are four main committees that have delegated tasks from Chapter, including the Safeguarding Committee, the Finance Committee, the Congregational Committee, and the Nominations Committee. In addition, there are other standing groups, such as the Fabric Advisory Committee (required under the Care of Cathedrals Measure).

The Senior Executive Group (SET) is responsible for the day-to-day management of the Cathedral, operating under the oversight of the Chapter to further the objects of the Chapter and to implement its strategic and operational aims, vision and priorities. Together with the COO through this meeting the Dean and Residentiary canons exercise their executive role in the leadership of the Cathedral through their supervision and encouragement of senior members of staff. In addition, a Senior Management Group (SMG) comprises of the wider team of senior lay staff and clergy in their executive functions. This group is concerned with management, delivery, and collaboration and provides a forum for sharing current work and looking ahead to forthcoming activities and projects.

The Cathedral is blessed with a committed and skilled workforce, who are deployed to such diverse functions as welcome, events management, education, worship, finance, fundraising, stonemasonry, estates management and maintenance, music, communications, library collections and archaeology. In addition, the Cathedral's central function also supports the retail and catering operations of Worcester Cathedral Enterprises Ltd and the management of St Oswald's Hospital almshouses.



# The role

## Foundation Certificate in Heritage Stonemasonry

An exciting opportunity has arisen for a distinctive one-year programme of work-based study, providing stonemasonry apprentices who have completed their Level 2 qualification in Stonemasonry with the chance to improve their skills, knowledge, and understanding of the cathedrals and other historic buildings they work on, whilst working and learning with our highly skilled stonemasonry team.

We are looking for an enthusiastic and passionate individual who is interested in heritage skills and historic buildings, who wants to develop their stonemasonry craft skills through this opportunity in order to care for and maintain historic buildings in future.

We are looking for someone who is:

- Genuinely interested in buildings, heritage, or construction
- Enthusiastic, reliable and keen to learn
- Able to follow instructions and work as part of a team
- Comfortable working at height and navigating the many Cathedral Stairwells
- Already holds a Level 2 qualification in Stonemasonry
- Aged over 16 with the right to live and work in the UK
- Has at least GSCE Maths and English to level 4/grade C

This opportunity is offered as a one-year contract to undertake the Foundation Certificate in Stonemasonry, as part of the Cathedrals' Workshop Fellowship (CWF) programme. Training is primarily work-based at the Cathedral, along with training courses and visits to other CWF Cathedrals.

On completion of the Foundation Certificate, the successful candidate will be encouraged to apply to the CWF training program Level 4 & Level 5 Foundation degree in Applied Historic Building Conservation and Repair. This is a competitive process requiring a formal application and interview, if accepted onto the Foundation Degree, the apprentice will be contracted for an additional two years.

Funding for this role comes via the CWF and employment is linked to committing to the training at each stage. At the end of the training, there may be vacancies within the Cathedral masonry team but there is no guarantee of ongoing employment. However, on successful completion of the Foundation Certificate, the successful candidate will have become a skilful and competent mason, with transferrable skills and knowledge of best practice techniques applicable to historic buildings – countrywide or even globally.

# The role

## Recent restoration work at Worcester Cathedral

Most recently the team have restored the north-east pinnacle on the main cathedral tower that fell during Storm Arwen in November 2021. Work on the north-west pinnacle is currently in the planning stage and should be underway by early 2026.

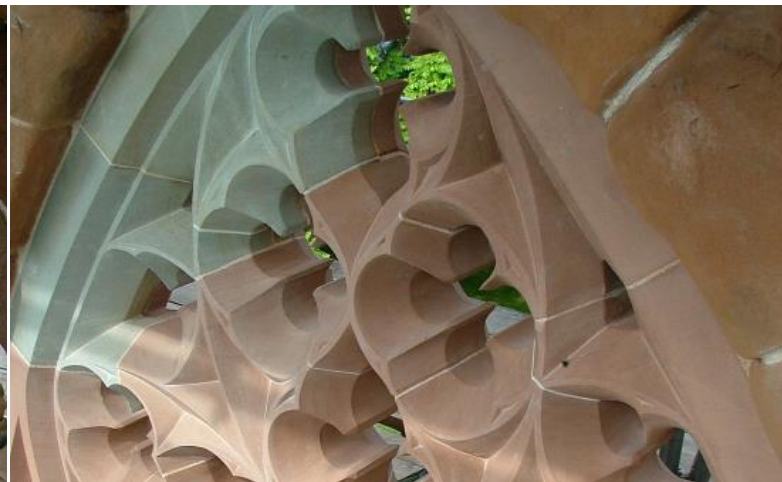
The team are currently working mainly on sections of the monastic precinct wall and supporting an external contractor with specialist elements of the landscaping project on College Yard.

Prior to this the team worked to restore window tracery on the Guesten Hall ruin, along with the general conservation and restoration repairs to the stonework. The original tracery dated back to 1320 and was just about recognisable, we recaptured 'faithfully' the original design.

*Original Tracery to Guesten Hall (Front view)*



*New Tracery after completion (Rear view)*





# Job Description

**Job title:**                   **Apprentice Stonemason (Foundations Certificate)**

**Contract length:**       **One year (September 2025 start)**

**Department:**           **Works Department**

**Reporting to:**           **Works Manager/Mastermason**

The job description is an operational document that does not form part of the contract of employment. It may be that from time to time an individual is expected to perform tasks that may not be expressly in the job description but are nonetheless necessary in the day-to-day performance of their duties. Worcester Cathedral reserves the right to amend the job description as may from time to time be necessary to meet the changing needs of the organisation.

## **Purpose of the Job:**

As part of a team, to carry out masonry and other works at Worcester Cathedral, to deliver the Annual Works Programme.

The programme is a one-year contract to undertake the Foundation Certificate in Stonemasonry, as part of the Cathedrals' Workshop Fellowship (CWF) programme. Training is primarily work-based at the Cathedral, along with training courses and visits to other CWF Cathedrals.

## **Main duties and responsibilities:**

1. Attend CWF training to obtain the Foundations Certificate.
2. Attend any other training required to support the apprenticeship.
3. Be willing to travel to other CWF Cathedral's as part of the training.
4. Work alongside the stonemasons in the Works Team and the Service Team to assist with the delivery of maintenance, repairs, and projects.
5. To assist in the movement of heavy materials throughout the Cathedral.
6. Undertaking safety and other training as may be determined by the Clerk of Works.

## **Additional duties:**

1. To assist in the erection of staging and setting out of seating for Cathedral events as required.
2. To assist with the moving of chairs, furniture, and materials; and any other appropriate duties that the line manager, senior management or Chapter may request from time-to-time.

## **Main Stone Masonry Role expectations:**

1. Setting out and geometry
2. Conservation and restoration

# Job Description

3. Banker work, carving and working complex masonry
4. Cutting out and stone fixing (interior and exterior)
5. Working with and supporting our team of masons and the estates maintenance team.

## Terms and Conditions of the Foundation Certificate

1. Your employer would be Worcester Cathedral.
2. Your contract would begin September 2025, and the first 3 months would be treated as a probationary period.
3. You will be responsible to The Head Stonemason and Works Manager, who will give you regular feedback.
4. You will be required to behave in the manner in keeping with the Cathedral and its activities.
5. You will be entitled to receive and be required to give 1 months' notice should it be necessary to terminate your employment.

## Health & Safety

Under the Health and Safety at Work Act 1974, whilst at work, you must take reasonable care for your own health & safety and that of any other person who may be affected by your acts or omissions. In addition, you must co-operate with the Organisation on health & safety and not interfere with, or misuse, anything provided for your health, safety or welfare.

## Safeguarding

All staff and volunteers are expected to demonstrate a commitment to safeguarding the welfare of all children and adults who may be vulnerable, who are involved with and/or visit the Cathedral. This will include adherence to policies and procedures, following good practice in relation to their own behaviour and conduct, and undertaking any safeguarding duties commensurate with their specific role.



# Person Specification

*This section outlines the knowledge, skills and abilities the job holder needs in order to fulfil the requirements of the post. 'Essential' criteria are those that the job holder absolutely must have in order to the job. 'Desirable' criteria are those qualities that would be either useful, or an advantage, or those which the job holder can be trained to do*

PERSON SPECIFICATION		
Key Criteria	Essential	Desirable
Qualifications and Experience	<p>Holds a Level 2 qualification in Stonemasonry</p> <p>Aged 16 or over</p> <p>Have the right to live and work in the UK</p> <p>GCSE Grade 4/C or above in English and Maths</p> <p>Previous experience in a practical or hands-on environment</p>	
Skills and Abilities	<p>Have the passion to learn the craft of stonemasonry</p> <p>A genuine interest in historic buildings</p> <p>Be physically fit and active (e.g. able to climb the many staircases in the Cathedral including 235 steps to the top of the tower)</p> <p>Be able to work at heights (up to 300ft/ 100m) often on scaffolding, with relevant safety equipment where appropriate</p> <p>Be flexible in attitude and willing to undertake a variety of maintenance tasks</p>	<p>Strong time management and organisational skills</p> <p>Demonstrates initiative and the ability to work independently when needed</p>

# Person Specification

	<p>Be practical and show common sense with adaptability</p> <p>Good artistic skills and eye for detail</p>	
Work-related Personal Qualities	<p>Have a courteous manner towards colleagues and the public</p> <p>Able to follow instruction and work as part of a small team</p> <p>Commitment to personal development and continued learning</p> <p>After training have a good appreciation of Health and Safety and fire safety requirements and be willing to comply with these</p> <p>Supportive of the Christian Ethos of Worcester Cathedral</p>	<p>A strong appreciation for history and architecture</p> <p>An understanding of the role of Cathedrals and historic sites within communities</p>





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# Working for us

## **Salary**

The salary is £22,557.44 per annum.

## **Working Patterns**

This post is a full-time position of 39 hours (Monday-Thursday 08:00-16:30 and Friday 08:00-15:30), with the occasional evening or weekend working.

## **Annual Holidays**

The holiday entitlement is 25 days per annum plus 8 bank holidays and 4 discretionary Cathedral additional leave days, or pro rata for part time.

## **Pension scheme**

All eligible members of staff will be automatically enrolled into the occupational Staff Pension Scheme, operated by Royal London. Contributions will be payable by the member of staff at 4% of basic salary and a 5% contribution by the Chapter. There is also death in service cover offered to all staff. The Chapter may amend the pension scheme at any time.

## **Staff discount**

All employees will receive a 10% discount on purchases in the Gift Shop and Café within the Cathedral.

## **Employee Assistance Programme**

All employees and their immediate family have access to a range of confidential support through our commissioned employee assistance programme.



# How to apply

Application forms for this post should be sent to:

[jobs@worcestercathedral.org.uk](mailto:jobs@worcestercathedral.org.uk)

Or by post to:

Jodie Brookes-Kavanagh  
People Administrator  
The Old Palace  
Deansway  
Worcester  
WR1 2JE

The closing date for the job is Monday 14<sup>th</sup> July at 12pm.

Interviews will be held week commencing 28<sup>th</sup> July and shortlisted candidates will be invited to complete a 30-minute assessment in the masonry workshop - timings tbc.

If you do not hear from us, within 5 days of the closing date, then you will not have been shortlisted. Due to the volume of applicants, we unfortunately are not able to respond to everyone individually at this stage.

