

BESPOKE FURNITURE MAKER APPRENTICESHIP STANDARD

Standard Code ST0639
Course Level 3
Day Release
Funding Level £10000
Duration 27mths including EPA

Course Description

This occupation is found in the furniture, furnishings and interiors manufacturing industry. The UK furniture, bed and furnishings manufacturing industry has seen substantial growth over recent years and makes a significant contribution to the country's GDP. There are over a quarter of a million people in jobs relating to the industry, with 118,000 in manufacturing alone. As well as manufacturing furniture for residential accommodation, there is also a large market for office and commercial furniture.

The broad purpose of the occupation is to produce and assemble bespoke pieces of furniture to meet individual customers' requirements. This can cover pieces such as tables, chairs, cabinets, office furniture, kitchens and bedrooms. Bespoke Furniture Makers work with and need to understand a variety of materials – including wood, metals, glass, plastics, fabric, finishes and other relevant materials.

In their daily work, an employee in this occupation interacts with a range of colleagues including designers, production/manufacturing managers, quality technicians, production leaders and product developers. They will need to work closely with designers and installation teams. Bespoke Furniture Makers will work alone or within small teams with other makers and will be responsible for liaising with colleagues and suppliers and in some roles with customers. They tend to work in small craft workshops but can also work in larger factories. They usually report to a senior colleague such as the managing director.

An employee in this occupation will be responsible for interpreting and challenging designs and offering solutions, selecting appropriate materials, making the components and assembling pieces of furniture using machinery and hand production techniques. Bespoke Furniture Makers also produce prototypes to bring designs to life, they will produce complex jigs and templates. They attend design meetings to contribute to designs regarding feasibility and costs.

Bespoke Furniture Makers will also need to coach and mentor apprentices, trainees and other colleagues.

Typical job titles

Bespoke Furniture Maker, Furniture Maker, Cabinet Maker, Bespoke Furniture Manufacturer

Off the Job Training

A key requirement of an Apprenticeship is Off-the-job training. This must make up an average of 6 hours per week of the apprentice's working hours, over the total duration of the apprentice's planned training period. Off-the-job training must be directly relevant to the apprenticeship standard and must take place within the apprentice's normal working hours.

The new learning must be documented and reflected on through the Learner Journal on their e-portfolio.

Entry Requirements

The Apprentice will need to be in a relevant role and show a willingness to undertake the knowledge, skills and behaviours required. They will also need to have Level 2 Maths and English (GCSE at Grade 4/C or above or equivalent) or be prepared to attend a block study period for Maths and English if this is required.

Apprentices may be required to attend an interview and undertake relevant skills assessments.

Once they have been accepted on to the programme all apprentices will be required to attend a Lincoln College Induction, alongside classroom based delivery. Apprentices will require access to a tablet/computer to access their e-portfolio.

Knowledge, Skills and Behaviours

KNOWLEDGE

- Health, safety and environmental management and risk assessment for example Control Of Substances Hazardous to Health (COSHH), Provision and Use of Work Equipment Regulations (PUWER), Health And Safety At Work Act (HASAWA), Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) and manual handling
- Furniture making drawings, specifications, scales, technical terms related to furniture making, for example terms such as bunching, beading, chamfer, marquetry and savage
- Visualisation of final furniture making designs

- Furniture making industry materials - limitations and uses of materials, defects – characteristics including wood and timber, manmade composite materials including plywood, MDF (Medium Density Board) and MFC (Melamine Faced Chipboard), veneers, laminates, edging materials, stains and finishes, fixtures and fittings (including glass, plastics, electrical components and fittings), fabrics, springs, manmade and natural fillings and adhesives
- How to reduce waste in furniture making
- Furniture manufacturing/production methods for example cutting, bending, molding, laminating and assembly
- Drawings, specifications, scales, technical terms related to furniture making
- Construction methods for furniture produced for example doweling, jointing, gluing
- Quality standards and control methods for example British and European standards
- Current legislation related to furniture machinery and equipment used in your workplace for example Safe Use of Woodworking Machinery Approved Code of Practice
- Safe Systems of Work, the formal procedures for safe methods and procedures adopted during work activities, for relevant processes, including use and maintenance of machinery used
- How to create complex jigs and templates to meet furniture making specifications
- Machine tooling used for example drills, blades or profile cutters
- How to operate furniture making machinery, tools and equipment used
- Fixtures and fittings used in furniture making, for example brackets, hinges, runners and handles
- Assembly methods used in furniture making
- Joints used in furniture making
- Adhesives used in furniture making
- Quality standards you need to meet
- Faults and problems that could occur and problem-solving techniques for example plan-do-check-act or root cause analysis
- Furniture finishing preparation methods for example sanding
- Different furniture finishes, their limitations and uses for example stains, sealers, lacquers/UV (ultraviolet), primers, solvents and water-based materials, paints, waxes, oils, grain fillers, patinas, varnish and polish
- Effective communication skills and techniques including verbal, written and physical non-verbal
- Coaching, mentoring and feedback techniques.

SKILLS

- Work safely at all times, wearing appropriate PPE, adhering to COSHH records and completing health and safety records and reports
- Operate equipment to PUWER regulations

- Carry out health and safety risk assessments
- Create furniture making specifications, cutting lists and other relevant information from designs
- Identify any problems and issues that may occur such as feasibility or cost
- Challenge furniture making designs and offer solutions to any problems identified, for example can the design be made, is it the wrong wood species
- Identify materials used in furniture making for example wood and timber, manmade composite materials
- Select appropriate materials to meet furniture making specification for example wood and timber, manmade composite materials
- Manage furniture production including setting timescales and priorities to meet company objectives and delegating furniture making work tasks to others
- Cut, sand, bore, drill, create joints, mould, saw and plane wood and components
- Calibrate measuring equipment and use accurately
- Create complex jigs and templates to meet furniture making specifications for example Lock Jigs, Jigs for making Arcs as well as Jigs for making Frieze and Dentil Moulding
- Set up appropriate tooling to meet furniture making specifications
- Set up machinery, tools and equipment to meet furniture making specifications
- Operate and use machinery, tools and equipment to meet furniture making specifications
- Maintain furniture machinery, tools and equipment within limits of responsibility for example lubricating machinery, keeping machinery clean, sharpening tools
- Fit, fix and assemble components to meet furniture making specifications
- Use cramps to assemble components
- Attach fixtures and fittings to meet furniture making specifications
- Create joints to meet furniture making specifications
- Test and check furniture and components against specifications for example open and close drawers
- Rectify and remedy any faults, for example marking and blisters, defects, scratches, marks, density, holes, weave
- Identify trends in furniture making faults
- Prepare surfaces for furniture finishes for example sanding
- Repair any defects identified for example blooming, moisture, temperature, blotching, runs, streaks, curing, and silicones – orange peel, fish eye
- Apply appropriate finishes including by hand and by spray gun for example stains, sealers, lacquers/UV, primers, solvents and water-based materials, paints, waxes, oils, grain fillers, patinas, varnish and polish
- Apply effective communication techniques at all levels including written and verbal communication skills
- Identify training needs of self and others
- Maintain own continued professional development (CPD)
- Give appropriate feedback and support to others

- Seek constructive feedback on own skills and techniques against current standards
- Evaluate own skills and expertise.

BEHAVIOURS

- Have a safety-first attitude, ensuring the safety of self and others as appropriate
- Be flexible in changing environment and demands
- Maintain focus and concentration during furniture making activities
- Demonstrates a positive can-do attitude by looking at every situation with a sense of enthusiasm
- Has a methodical approach to furniture making tasks
- Is decisive when accomplishing furniture making tasks
- Thorough and accurate when accomplishing furniture making tasks
- Shows integrity, aims for excellence and manages time effectively
- Works safely at all times
- Sets an example to others, is fair, consistent and reliable
- Be friendly and approachable in a furniture making environment
- Willing to help and support others
- Actively participates in discussions
- Shows ambition, drive and is self-motivated.

On Programme Assessment

Assessment is done through a combination of practical tasks, written assignments, oral discussions and online tests throughout the programme. To ensure that we can support you to meet these, we will complete an in-depth initial skills analysis to ensure that we can tailor our delivery to meet these unique requirements. We will then use the most relevant delivery methods to support your learners which include:

- One to one coaching from a dedicated, professional assessor/instructor allocated to the learner for the duration of the programme.
- Work based assignments and projects to be completed in an e-portfolio. Case studies and in College course days as and when required for each learner.
- Job shadowing and mentoring.
- Review of progress every 4 – 10 weeks.
- Employer led in house training.
- Independent learning and research as directed by the assessor/instructor.

End Point Assessment

There will be an End Point Assessment (EPA) as the final stage of an Apprenticeship. The Apprentice must demonstrate their learning to an independent end point assessor and the overall grade available is distinction, merit, pass or fail.

End-Point Assessment includes:

Multiple Choice Test:

The test will last 45 mins and will have 30 questions and be focused on the underpinning knowledge requirements for the standard.

Observation with questions:

The observation should take three hours from a normal working day. The observation may be split into discrete sections held over a maximum of one working day. Questions will be asked after the observation is complete. The independent assessor will ask a minimum of five questions covering all the activities observed within a total time period not exceeding 30 minutes.

Professional Discussion:

The professional discussion supported by a submitted portfolio of evidence of between 13-16 discrete pieces of evidence demonstrating KSB. The professional discussion must last for 60 minutes and will be structured to draw out the best of the apprentice's competence and excellence and cover the KSBs assigned to this assessment method. It will involve the questions that will focus on coverage of learning and activities undertaken during the apprenticeship.

Fees

As an Apprentice, you will pay no course fees. However, your employer may have to pay towards your training as well as providing you with a wage. All Apprentices are entitled to the national minimum apprentice wage within their first year of training from their employer, although they can, and often do, pay more. In the second and subsequent years of an Apprenticeship programme, if you are aged 19 or over, the national minimum wage for your age would apply [<https://www.gov.uk/national-minimum-wage-rates>]

If you are an employer and want to find out more information regarding employer contributions and any further costs related to the Apprenticeship programme, please contact our dedicated Apprenticeship team at employers@lincolncollege.ac.uk

Business Benefits

Employers have designed the Apprenticeship Standards to meet the needs of the sector and industry. Ensuring they include:

- Relevant Knowledge, skills and behaviours ensure that the Standard is relevant to the occupation.
- Widening participation Apprenticeship standards provide opportunities to employees that may not previously have been available.
- Development tools A cost effective way to train your employees to undertake specific roles in your business.
- Return on Investment On average, an apprentice who has completed their course will increase business productivity by £214 per week (CEBR, 2015).