

Apprentice Stonemason Information Pack

Who we are

St Paul's Cathedral is one of the most iconic and historic buildings in the United Kingdom, with a legacy of faith, architecture, and craftsmanship stretching back over 345 years. Designed by Sir Christopher Wren after the Great Fire of London, it remains a working cathedral, a place of worship, and a site of national and international significance.

Our Works Department plays a vital role in the care and conservation of this Grade I listed building, maintaining the stonework, structure, and finishes that have stood the test of time. We are committed to preserving traditional heritage skills — including stonemasonry, carpentry, and conservation techniques — and passing them on to future generations.

As an apprentice with us, you'll be part of a team that not only maintains the cathedral's fabric, but also helps safeguard its craftsmanship for centuries to come.

Investing in Heritage Skills - The Wren International Centre of Excellence

In addition to the introduction of heritage skill apprenticeships, we are also currently in the design phase for 'The Wren International Centre of Excellence'. This redesign of the current Cathedral workshop spaces is intended to improve facilities, encourage wider engagement and share heritage craft skills with everyone who visits. We are improving accessibility, sustainability and our training offer to make this a learning space for all.

Cathedral Workshop Fellowship

St Paul's Cathedral is a member of the Cathedral Workshop Fellowship (CWF). Together we provide further training and development to foundation degree level.

<u>Cathedrals' Workshop Fellowship – Supporting the development of traditional craft skills for the conservation, maintenance & repair of cathedrals & historic buildings.</u>

About the Apprenticeship

We are offering a Level 2 Stonemasonry Apprenticeship, providing a unique opportunity to train in a traditional heritage craft while working at the Cathedral and learning from skilled professionals.

This is a 24-month fixed-term apprenticeship with day-to-day experience on site and block release training at the Building Crafts College.

What is Stonemason?

Stonemasons at St Paul's are Heritage Stonemasons who conserve, repair and or replace stone in our historic buildings which are of national and international importance. Our estate includes the Cathedral, Chapter House, Amen Court and an estate at Tillingham.

In their daily work, a Stonemason may potentially interact with a number of other construction trades and may work alongside bricklayers, carpenters, glaziers, electricians, plumbers, roofers as well as with architects and designers.

Course Content

During the course of the apprenticeship, the successful candidate will learn and develop new skills including;

- **Banker Masonry**; mainly in workshops producing finished stone components to exacting tolerances from raw stone block ready for installation.
- Interior Stone Fixing to install stone components in staircases and generally throughout the cathedral, including flooring and walling. These skills are transferable to the commercial sector for kitchen and bathroom finishes and refurbishment.
- Exterior Stone Fixing to install solid masonry to the outside of structures. At St Paul's we have a routine repair and replacement of balustrading, and a sequence of major projects requiring stone repair.
- **Memorial Masonry** to design, produce, install and repair memorial stonework. At St Paul's we have many monuments and memorials and occasionally are requested to commission new pieces.
- Stone Façade Conservation and repair to assess, record and clean the stone building facade

What We Are Looking For

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

Entry Requirements

To be eligible for this apprenticeship, applicants should meet the following criteria;

- Aged 16 or over
- Right to live and work in the UK
- Ideally have GCSE Grade 4/C or above in English and Maths. (Please note that applicants without these qualifications may still apply but may be required to complete functional skills training in English and / or Maths during the apprenticeship).
- Committed to the full 2-year programme and college learning

The application process

- Interested candidates should complete the short online application form via the St Paul's Cathedral website
- The deadline for receipt of applications is Sunday 6th July 2025
- Shortlisted candidates will attend a group interview to be held on Tuesday 22nd July 2025
- Pending onboarding checks, the successful candidate will join the Cathedral in August 2025
- The apprenticeship course will commence September 2025

What we expect of an apprentice

We ask our apprentices to sign indentures. This is a contract to say that you will do your best to learn, attend college and gain the relevant qualifications. This is a special time for an apprentice, so we invite you and your family or guardians to attend a meeting to witness the signing. Once you have completed your apprenticeship, your indentures will be signed off at another special meeting of celebration.

We ask for your commitment to learn, to work in a safe way, and work to our vision and values.

Further Opportunities

Upon successful completion of Level 2, there may be an opportunity to extend the apprenticeship to Level 3, if the candidate demonstrates aptitude and interest.

There is also potential for permanent employment following successful completion of the apprenticeship, subject to performance, organisational needs, and available opportunities"

Job Description

Job Title: Apprentice Stonemason

Salary: £28,088 per annum plus benefits

Department: Property

Line Manager: Senior Project Manager - supervised by Stonemasons on day-to-day basis

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.

St Paul's 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 St Paul's Cathedral, to deliver the Annual Works Programme.

The four-year apprenticeship programme is designed to develop you into a fully qualified stonemason.

Main Duties

- Attend college to obtain Level 3 Stonemasonry
- Attend any other training as required to support the apprenticeship
- Work alongside the stonemasons to assist with the delivery of maintenance, repair and projects
- To assist in the movement of heavy materials throughout the Cathedral
- Undertaking safety and other training as may be determined by the Director of Property

Additional duties:

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

Person Specification

- Have the passion to learn the craft of stonemasonry
- · A willingness to attend college and obtain qualifications
- Be physically fit and active (e.g. able to climb the many staircases in the Cathedral including the 528 to the Golden Gallery)
- Be able work at heights with relevant safety equipment where appropriate
- Be flexible in attitude and willing to undertake a variety of maintenance tasks
- Be practical and show common sense with adaptability
- · Have a courteous manner towards colleagues and the public; and
- After training have a good appreciation of Health and Safety and fire safety requirements and be willing to comply with these.

The individual will be in sympathy with, and in their work support, the Christian aims and mission of St Paul's Cathedral.

Appendix A - Apprenticeship Course Content - Knowledge, Skills, Behaviours

Knowledge

KI: Core - Health and safety: Health & Safety at Work Act 1974, approved codes of practice and industry guidance for the stone industry, reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR), personal protective equipment (PPE), manual handling, Control of Substances Hazardous to Health (COSHH), Provision and Use of Work Equipment Regulations (PUWER), and how they must be applied in the workplace. Risk assessments and dynamic risk assessment, manual handling and working at height.

K2: Core - Stonemasonry tools, components and equipment appropriate to the required methods of work; understanding of how to safely use and maintenance tools/equipment to achieve the required performance and finish quality; Pre/Post-use checks and how to apply safeguards when using and maintaining stonemasonry tools, components and equipment.

K3: Core - The overall program requirements, including procedures and resources available, sequencing of work to be completed and estimating timescales for work; how to maintain workflow documentation and when to report any circumstances which may affect the work program.

K4: Core - Movement of materials and movement/storage of stone and the problems/damage that can occur and avoidance methods.

K5: Banker Stonemason/Heritage Stonemason - Understand evidence of existing masonry to enable production of replacement components; templates and mould production for use in natural stone component manufacture; methods of obtaining true and square surfaces, stopped ends and curved mouldings with understanding of mould shape consistency; different stone types and the differing properties of the stone to be used e.g. limestone, sandstone, granite, marble, slate.

K6: Core - Methods of preparing surfaces to receive enrichments; methods of removing deteriorated and/or inappropriate materials; how to mix mortars and adhesives to agreed specification; the properties and applications of mortars and sand renders, adhesives, grouts, substrates, screeds (including self-levelling compounds), resins, quick lime, putty lime, hydraulic lime and lime washes.

K7: Core - Methods of erecting and dismantling shores, struts, props and supports to structures, whilst maintaining historical integrity; tooling surfaces to the required finish to match existing masonry; understand bedding plane position to suit the use of the stone component; positioning and securing stones in the required location.

K8: Banker Stonemason/Heritage Stonemason - Recognition and reporting of sensitive areas, endangered/protected flora and fauna, salvageable materials/components; how to source sustainable and ethically sourced stone; methods of recognised conservation techniques.

K9: Core - Interpreting the organisational and manufacturers' quality standards, how to check stone for faults to ensure work conforms to the customer's expectations; how to record and report any variations in expected quality and how to implement any necessary corrective action.

K10: Core - Environmental considerations in accordance with the Environmental Protection Act: safe disposal of waste, minimising waste (re-use and re-cycle), waste contractors permit, energy efficiency, how to contribute to zero/low carbon outcomes.

KII: Core - Other workshop or on-site functions that masons interact with, for example surveyors, designers, engineers; their purpose and inter-dependencies; Internal and external customers.

K12: Core - Relevant Building regulations and codes of practice.

K13: Core - Communication techniques; verbal, written and digital; use industry terminology.

K14: Banker Stonemason - The need for different components and the different types of moulds for natural stone which can be used to assist in their production.

K15: Banker Stonemason/Stone Facade Preservation - When and how to use bespoke natural stone components and how to accurately shape and prepare them.

K16: Interior Stone Fixer - The faults to look for and checks to be carried out on existing internal surfaces to receive stonework; how to clean, prepare and select and apply sealants and protection to surfaces prior to any installation.

K17: Interior Stone Fixer/Exterior Stone Fixer - Methods of preparing surfaces to receive stone fixings/components.

K18: Interior Stone Fixer/Exterior Stone Fixer - Methods of finishing and protecting stone fixings/components.

K19: Exterior Stone Fixer - Methods of installing load bearing support and restraint systems, insulation (membranes and fire stops), cavity trays and damp proof membranes (DPM); how to waterproof and protect existing external surfaces.

K20: Exterior Stone Fixer - Methods of installing, supporting and finishing external cladding, suitable to the location, environment and in-line with job specification.

K21: Core - Different types of lime mortars; application methods.

K22: Memorial Stonemason - The importance of checking and recording ground and surface conditions; how to excavate area safely; how to lay foundations and install memorial stones & grave surrounds.

K23: Memorial Stonemason - The protocols relating to the bereaved and the public; specific requirements for sites of special interest, consecrated and non-consecrated ground, historical and environmental significance.

K24: Memorial Stonemason - Methods of adding details, lettering & ornamentation to stone; finishing techniques and hand polishing.

K25: Stone Facade Preservation - Surface condition of facades recording requirements (how and why) prior to commencing work; methods of chemical and non-chemical cleaning processes.

K26: Stone Facade Preservation - Methods of restoring façades and joints on flat, textured and moulded natural stone and on burnt clay, art stone and concrete.

K27: Heritage Stonemason - Photographic, written or digital record requirements in Heritage conservation projects prior to any work being carried out.

K28: Heritage Stonemason - Methods and tool selection for drilling and cutting stone backgrounds to receive fixings sympathetic to the existing condition of heritage masonry; how to form openings which conform to the requirements for heritage planning and buildings regulations.

K29: Heritage Stonemason - Recognised conservation techniques to maintain heritage and archaeological integrity; the principles of minimum intervention and reversible alterations; how to identify stone type within existing building and how to refer for analysis as appropriate; the importance of the historical context of the project.

K30: Heritage Stonemason - Methods of matching masonry components with existing structures, straight walling returns and rakes for new build and for buildings that are not straight and true; How incorporate pre-prepared conservation masonry components, e.g. quoin, jamb, cill stones and coping; How to generate designs/lettering using computer equipment; The principles of selecting and applying hand cut ornamentation.

Skills

S1: Core - Carry out safe stonemasonry working practices, comply with health, safety and welfare legislation, conduct risk assessments; Report any workplace hazards, incidents, near misses, accidents or emergencies.

S2: Core - Apply all safeguards and complete pre-use checks when using tools.

- **\$3**: Core Select and use the appropriate tools, components and equipment; Repair and maintain tools, components and equipment.
- **S4**: Core Plan the sequence of stonemasonry work required; Ensure work is completed safely within the allocated time and budget and report any situations which affect the work schedule.
- **\$5**: Core Select the required type and quantity of materials, move, handle and store safely.
- **S6**: Banker Stonemason Measure, mark out, cut and finish standard templates or moulds.
- **\$7**: Banker Stonemason Produce true and square natural stone components.
- **S8**: Core Set out and work stone to receive enrichments such as flat, moulded, straight and curved, internal and external mitres, stop ends and returned ends.
- **S9**: Banker Stonemason Produce enrichments for example repeated enrichment (egg and dart, or tongue and dart, or bead and reel), v-cut carving, high relief carving or low relief carving.
- **\$10**: Core Position and secure the stones in the required locations and identify bedding planes to suit the use of the stone component; When securing stone, ensure correct measurement, marking out, shape, level, fit, finish and position.
- **SII**: Banker Stonemason Prepare, conserve, repair or refurbish existing stone masonry by replicating, removing, replacing or stabilising the existing structure; prepare mortars, joint finishing and applying surface finishes, all of which match existing masonry as close as possible or are in line with the conservation plan.
- **S12**: Core Comply with specific organisational and manufacturer's quality standards as required by the job specification and report any variation in quality, implementing agreed corrective actions where required.
- **\$13**: Core Clean and tidy work area when work is finished; Store, transport and dispose of masonry waste; Reduce, reuse or recycle waste produced; Use work practices and resources which will contribute to zero/low carbon outcomes
- \$14: Core Communicate with colleagues/customers; use industry terminology.
- **\$15**: Core Ensure the products are the right size and fit to meet the design specification.
- **\$16**: Banker Stonemason Produce basic section bed and face moulds for natural stone components.
- **\$17**: Banker Stonemason Produce bespoke natural stone components: for example shaped curved on plan, tracery, ramp and twist, spheres, entablature, ionic components or finials
- **\$18**: Interior Stone Fixer Check and prepare existing internal surfaces to receive stonework; apply pre-sealants, water and solvent based final sealants and protection.
- **\$19**: Interior Stone Fixer Mix and apply mortar and sand renders, adhesives and grouts, substrates and screeds (including self-levelling); install thermal, movement and expansion joints.
- **\$20**: Interior Stone Fixer Form angles, reveals, cills and soffits, floor drainage and outlets; install membranes and lay natural stone flooring to regular and irregular surfaces, fix trims and movement joints including treads, risers and landings; fix internal stonework to vertical, horizontal and inclined wall and floor surfaces; fit internal treads, risers and work surfaces.
- **\$21**: Interior Stone Fixer/Exterior Stone Fixer Grout, seal, clean, secure and finish stonework; bed, joint and point natural stone flooring, match finishes where possible and fix accessories (e.g. wire restraint fixings, channels) to wall slabs.
- **\$22**: Exterior Stone Fixer Prepare backgrounds for load bearing support and restraint systems, insulation (e.g. membranes and fire stops), cavity trays and damp proof membranes (DPM); apply waterproof sealants to background surfaces; install and remove mechanical fixings, shims and spacers.
- **\$23**: Exterior Stone Fixer Install and fix external cladding with load-bearing support and restraint systems; repair or replace defective stone cladding as required; identify and mix mortars, resins and adhesives; identify and fix suitable reinforcements and fixings; form suitable joint finishes which are sympathetic to existing building.

- **\$24**: Memorial Stonemason/Stone Facade Preservation Prepare and mix lime mortars, hydraulic and non-hydraulic limes, lime mortars with additives or lime mortars with fibres (natural or synthetic) as appropriate.
- **\$25**: Memorial Stonemason Install and secure memorial stones, ensuring that ground and surface conditions are checked and recorded, area is excavated and foundations are laid.
- **\$26**: Memorial Stonemason Mark out, position, inscribe, ornament and finish details on memorial stones; produce and use templates for sandblasting; safely use sandblasting equipment to produce details, lettering and ornamentation; finish memorial work using gilding and hand polishing.
- **\$27**: Stone Facade Preservation Dismantle facade surfaces to allow for safe and effective cleaning and preservation; brush, use jets and sprays to clean facades; effectively clean flat, textured & moulded stone and art stone using chemical and non-chemical methods; effectively clean non-masonry surfaces e.g. burnt clay, cast stone, metal, plastic, plastic-coated materials, wood, glass by chemical and non-chemical methods.
- **\$28**: Stone Facade Preservation Measure, mark out, cut, fit, mix, spread, dress, descale, point, position and secure when restoring façade surfaces; Restore in-situ units, façades and joints on flat, textured and moulded natural stone and on burnt clay, art stone and concrete.
- **\$29**: Heritage Stonemason Collect records using photographic, written or digital collection methods prior to any work being carried out.
- **\$30**: Heritage Stonemason Drill and cut stone backgrounds to receive fixings sympathetic to the existing condition of heritage masonry; safely form openings which conform to the requirements for heritage planning and buildings regulations.
- **S31**: Heritage Stonemason Apply conservation techniques to maintain heritage and archaeological accuracy, using heritage techniques and procedures where appropriate, with minimum intervention and minimum reversible alterations.
- **S32**: Heritage Stonemason Match new masonry components with existing structures and incorporate pre-prepared conservation masonry components; Finish by applying hand cut ornamentation or lettering where required.

Behaviours

- **BI**: Core Prioritises health, safety and environment-, for example, always ensuring the correct PPE is worn for the task being undertaken.
- **B2**: Core Professional, for example, develops good working relationships recognising dependencies, uses co-operative approaches to optimise workflow and productivity with limited supervision, shows respect for colleagues.
- **B3**: Core Takes responsibility, for example, completes own work to required quality standards and has eye for detail/accuracy.
- **B4**: Core Applies logical thinking, for example, uses clear and valid reasoning when making decisions related to undertaking the work instructions.
- **B5**: Core Works effectively, for example, undertakes work in a reliable, tidy and productive manner.
- **B6**: Core Effective time management, for example uses their time effectively to complete work to schedule and always arrives at, and ready to work on time.
- **B7**: Core Adjustable when required, for example adapts to changes to work instructions or variations in workplace contexts and environments.

Appendix B - Core occupation duties

DUTY	KSBS
Duty I Select, use and maintain tools, components and equipment appropriate to the task being carried out.	<u>K1 K2</u> S1 S2 S3 B1 B7
Duty 2 Interpret the appropriate work plan for the job, taking into account factors such as building age, listed status, accessibility, quality of surrounding structures, other trades in the work area, customers and related legislation and regulations.	<u>K3</u> <u>S4</u> <u>B2 B4 B5 B6 B7</u>
Duty 3 Identify and confirm masonry requirements against surveys, job sheets, specifications and drawings/CAD, and in accordance with Building Regulations.	KI K3 KII KI2 KI3 S5 SI4 SI5 BI B2 B4 B6 B7
Duty 4 Locate, handle, store, load, transport and position materials and tools safely, minimising damage ready for installation and where applicable, in accordance with health and safety regulations.	<u>K1 K4</u> <u>S1 S5</u> <u>B1</u>
Duty 5 Produce or repair standard architectural enrichments, prepare backgrounds to receive masonry and to set out basic masonry on buildings/structures.	K1 K2 K3 K6 K21 S1 S2 S3 S8 S9 B1
Duty 6 Install/erect/repair masonry components and finish as required.	KI K2 K3 K7 SI S2 S3 SI0 SI2 BI B3 B7
Duty 7 Deliver work to the manufacturer's and customer's quality specifications.	<u>K9</u> <u>S12</u> <u>B2 B3 B7</u>
Duty 8 Clear away leftover materials on completion of work and dispose of waste appropriately according to the appropriate code of practice.	K1 K10 S1 S4 S13 B1 B2 B5

Banker Stonemason duties

DUTY	KSBS
Duty 9 Make moulds and templates in order to produce standard and bespoke stonemasonry components as required.	<u>K5 K14 K15</u> S6 S7 S16 S17
Duty 10 Conserve or restore stonemasonry, brickwork or earthen structures.	<u>K5 K8</u> <u>S11</u>

Interior Stone Fixer duties

DUTY	KSBS
Duty II Prepare background surfaces for internal stone fixing.	<u>K16</u> S18 S19

DUTY	KSBS
Duty 12 Install internal stonework and stone flooring.	K17 K18 S20 S21
Exterior Stone Fixer duties	
DUTY	KSBS
Duty 13 Prepare backgrounds to receive external stone cladding and set out be external stonemasonry.	asic <u>K17 K19</u> <u>S22</u>
Duty 14 Remove, install and repair basic external stonemasonry structures and stone cladding.	K 18 K 20 S 21 S 23
Memorial Stonemason duties	
DUTY	KSBS
Duty 15 Prepare and mix lime mortars; fix and secure memorial stonemasonry.	K22 S24 S25
Duty 16 Provide details and finishing to memorial stones.	<u>K23 K24</u> <u>S26</u>
Stone Facade Preservation duties	
DUTY	KSBS
Duty 17 Class forede surfrees	V25 527
Duty 17 Clean façade surfaces.	K25 <u>S27</u> K15 K2 <u>6</u>
Duty 18 Prepare and mix lime mortars; restore facade surfaces.	<u>S24 S28</u>
Heritage Stonemason duties	
DUTY	KSBS

Duty 19 Prepare backgrounds to receive stone cladding and set out basic

Duty 20 Conserve or restore existing stonemasonry, brickwork or earthen structures on Heritage Structures using appropriate heritage techniques and following conservation ethics and procedures.

external stonemasonry on heritage buildings/structures.

П

K8 K27 K28

K5 K29 K30 S31 S32

S29 S30