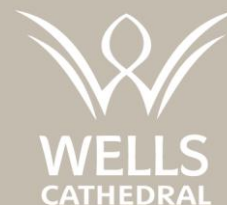


Job Description



Job title	Apprentice Stonemason (Foundation Certificate)
Department	Works
Reporting to	Superintendent of the Works
Salary	£25,225.20 per annum
Employment status	Fixed-term of 1 year from September 2025

Purpose of the role

An exciting opportunity has arisen for a one-year programme of work-based study. This will provide stonemasonry apprentices, who have completed their Level 2 qualification in Stonemasonry, with the chance to improve their skills, knowledge, and understanding of cathedrals and other historic buildings.

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.

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 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.

The Works Department

Wells Cathedral is one of the great cathedrals of England. The present building dates from the 1180s having been extended and modified through the centuries.

As well as maintaining the Fabric of the Gothic cathedral building, the Chapter (the principal governing body) has responsibility for an estate including Vicars' Close, the Dean's Lodging, and the modern houses currently occupied by Canons.

The majority of the work on the Fabric of the Cathedral and the Estate is undertaken by an in-house Works Department ('Yard') maintenance team, under the leadership of the Superintendent of the Works.

Main duties and responsibilities

This 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

Role-specific duties

- Attend CWF training to obtain the Foundations Certificate
- Attend any other training required to support the apprenticeship
- Be willing to travel to other CWF Cathedral's as part of the training
- Work alongside the Works Team to assist with the delivery of maintenance, repairs, and projects
- To assist in the movement of heavy materials throughout the Cathedral
- Undertaking safety and other training as may be determined by the Superintendent of the Works

Main stone masonry role expectations

- Setting out and geometry
- Conservation and restoration
- Banker work, carving and working complex masonry
- Cutting out and stone fixing (interior and exterior)
- Working with and supporting our team of masons and the estates maintenance team

General responsibilities

- To communicate with team members and liaise with employees, residents, and other stakeholders as required to execute duties, maintain good working relations, and promote the professionalism of the Yard team
- To comply with the Cathedral Health and Safety Policy and pay due care and attention to your own and others' safety, reporting all incidents, near misses, and unsafe occurrences to the Superintendent of the Works
- To undertake any other duties as required by the Superintendent of the Works or Yard Team as appropriate to the postholder's position and competence

Person Specification

Knowledge, qualifications, and experience

Essential

- Level 2 qualification in Stonemasonry
- Aged 16 or over
- Have the right to live and work in the UK
- GCSE Grade 4/C or above in English and Maths or equivalent qualifications
- Previous experience in a practical or hands-on environment

Desirable

- An understanding of current Health and Safety legislation and responsibilities

Skills and abilities

Essential

- A passion to learn the craft of stonemasonry
- A genuine interest in historic buildings
- Physically fit and active (e.g. able to climb the many staircases in the Cathedral)
- Ability to work on a variety of sites and at height
- Practical and showing common sense with adaptability
- Good artistic skills and eye for detail
- Flexible in attitude and willing to undertake a variety of maintenance tasks
- Ability to efficiently and effectively work following instruction and within an established team
- Ability to problem solve should a situation require it
- Ability to know when to report problems to the Superintendent of the Works

Desirable

- Ability to use various power and hand tools, including workshop equipment
- Strong time management and organisational skills
- Demonstrates initiative and the ability to work independently when needed Working knowledge of a variety of fixtures and fittings associated with maintenance

Work-related personal qualities

Essential

- Good oral communication skills and a polite demeanour

- Able to follow instruction and work as part of a small team
- Commitment to personal development and continued learning
- Interest in historic buildings and/or building conservation techniques
- Able to work co-operatively with colleagues of different disciplines
- Demonstrating commitment to safeguarding and promoting the welfare of children, young people, and vulnerable adults

Desirable

- Willingness to undertake training either as part of continuing development or Health and Safety requirements
- Able to work in sympathy with the aims and ethos of the Church of England

Main Terms & Conditions

Employment status:	Fixed-term of 1 year from September 2025												
Location:	Wells Cathedral, Masons Yard, Palace Green, Wells, Somerset, BA5 2PB												
Hours of work:	38.5 working hours per week. Core Yard hours are 8.00 a.m. – 4.45 p.m. (Monday to Thursday) and 8.00 a.m. – 4.30 p.m. (Friday), with a one-hour unpaid lunch break each day.												
Remuneration:	£ 25,225.20 per annum, payable on the 24th of the month or the nearest working day thereto.												
Discount:	A discount of 10% is available from the Cathedral Shop and Café.												
Parking:	A parking space is available in the Cathedral Yard. Cars are parked at the risk of the owner.												
Pension:	Defined Contribution Scheme. Contributions as % of salary: <table><tr><td><i>Age</i></td><td><i>Employee</i></td><td><i>Employer</i></td></tr><tr><td><50</td><td>3%</td><td>5%</td></tr><tr><td>50–55</td><td>4%</td><td>8%</td></tr><tr><td>>55</td><td>5%</td><td>10%</td></tr></table>	<i>Age</i>	<i>Employee</i>	<i>Employer</i>	<50	3%	5%	50–55	4%	8%	>55	5%	10%
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<50	3%	5%											
50–55	4%	8%											
>55	5%	10%											
Expenses:	All reasonable working expenses will be met in line with Cathedral policy.												
Holiday:	5 working weeks plus bank holidays per year. The holiday year runs from 1 January to 31 December. Annual leave is authorised by the Superintendent of the Works.												
Probation:	This post will be subject to a probationary period of 3 months.												

How to Apply

Applications:

Closing date: **Sunday 17 August 2025, 11.59 p.m.**

A completed [Application Form](#) and [Equal Opportunities Monitoring Form](#) should be returned to the Human Resources Department by email to: recruitment@wellscathedral.org.uk

Shortlisting:

Shortlisting date: **Monday 18 August 2025**

To ensure the fairness of the selection process, shortlisting will be based upon the information which you provide in your application and assumptions will not be made about your experience or skills.

We will look for demonstrable evidence that you meet the criteria set out in the person specification. Information provided on the application form will be viewed by HR, the recruiting manager, and interview panel. All applicants will be notified of the outcome of the shortlisting process.

Selection process:

Interview date: **Friday 22 August 2025**

Further details about the interview process will be provided to shortlisted candidates. The appointment will be subject to the completion of pre-employment checks, including references and a satisfactory basic DBS check.

Safeguarding

We are committed to the safeguarding and protection of all children, young people, and adults, and the care and nurture of children within church communities. We will carefully select, train, and support all those with any responsibility within the Church, in line with Safer Recruitment principles.

This means that we will:

- Ensure that our recruitment and selection processes are inclusive, fair, consistent, and transparent;
- Take all reasonable steps to prevent those who might harm children or adults from taking up positions of respect, responsibility, or authority where they are trusted by others; and
- Adhere to safer recruitment legislation, guidance, and standards.

Further information can be found in our Safeguarding Policy available on the Cathedral website at www.wellscathedral.org.uk.

The successful candidate will be required to complete a Confidential Declaration Form as part of our recruitment process when an offer of employment is made. This form is strictly confidential and, except under compulsion of law, will be seen only by those involved in the recruitment/appointment process. All forms will be kept securely in compliance with the UK General Data Protection Regulation and the Data Protection Act 2018.