

Role Summary

The modelmaker position plays a key role in bringing architectural designs to life through the creation of high-quality physical models. The Modelmaker will work closely with architects and design teams to produce models for exhibitions, client presentations, and various displays. Additionally, the role involves collaboration in the organization of exhibitions, both locally and internationally, including the handling and transportation of models.

Role Definition

Job Title: Modelmaker

Reporting to: Workshop Manager and Assistant Head of Modelmaking on a day-to-day basis and ultimately to Head of Modelmaking

Responsibilities

- Ability to run various size projects independently as instructed by Modelshop Partners and/or Workshop Managers.
- Produce accurate and visually appealing physical models using a variety of materials and techniques.
- Interpret architectural drawings and design concepts to create detailed scale models.
- Utilize the latest technology and equipment in the model shop to ensure precision and efficiency.
- Collaborate closely with architects and design teams to understand project requirements and design intent.
- Participate in design reviews and provide input on the feasibility and execution of model concepts.
- Research and recommend appropriate materials for model construction, considering health and safety implications.
- Work closely with the exhibition organizing team to understand spatial requirements and design intent for display.
- Collaborate in the development of exhibition concepts, ensuring that models are showcased effectively.
- Ensure protocols for the safe handling, packaging, and transportation of models for local and international exhibitions are followed.
- Coordinate with logistics teams to ensure timely and secure delivery of models to exhibition venues.
- Manage inventory of model-making materials and tools, ensuring the model shop is well-stocked.
- Develop and enforce health and safety protocols specific to the model shop.
- Conduct regular safety training for model shop staff on the proper use of equipment and handling of materials.
- Implement and monitor safety measures to prevent accidents and ensure compliance with relevant regulations.
- Conduct regular safety inspections of equipment and workspaces.
- Maintain detailed records of model-making processes, including materials used, techniques applied, and time spent on each project.
- Stay informed about advancements in model-making technology and techniques.
- Share knowledge and provide guidance to junior modelmakers, emphasizing safety practices.
- Ensure thorough knowledge of and compliance with Foster + Partners' procedures and standards.
- Ensure thorough knowledge of and compliance with modelshop rules and procedures.
- To contribute, or otherwise assist, as required.

- Equity, diversity & inclusion (EDI) is a core priority. To support and champion the embedding of this focus as a collective workforce responsibility, EDI should be integrated, where relevant, into all workstreams.

Qualities and Skills Required

- Able to demonstrate ability to undertake the above responsibilities.
- Legally able to work in the country in which the position is based.
- Qualified to a minimum HND level, preferably Degree level, in relevant subject area or equivalent industry experience.
- Able to demonstrate a high level of accuracy and ability of model making skills.
- Able to demonstrate a good knowledge of workshop machinery to include circular saw, band saw, pillar drill, sanding disc, laser cutter, lathe and mill (CNC or Manual).
- Able to use relevant tools, machinery and power equipment within the H&S guidelines as necessary for the completion of projects.
- Able to understand architectural drawings and quickly decipher relevant information required.
- Good level of 2D CAD skills required.
- Basic level of 3D CAD skills required.
- Able to manage and prioritise time and tasks efficiently.
- Excellent organisational skills.
- Able to manage sensitive and sometimes confidential information.
- Good written and verbal communication skills and articulate in diplomatic manner.
- Good interpersonal skills and able to build good relationships at all levels, internally and externally.
- Able to work as part of an effective team assisting and supporting team members.
- Self-motivated and able to take responsibility.
- Understanding and adherence to the modelshop principles at Foster + Partners.
- Flexible attitude and willingness to learn new skills.
- Able to demonstrate initiative and a proactive approach to daily tasks.
- Resilient to cope with conflicting demands, able to prioritise duties and work effectively under pressure while remaining calm and professional at all times.
- Due to the nature of the position and the requirement to meet deadlines there will be a requirement to work additional hours as necessary.

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 postholder 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 postholder.