

CONSTRUCTION DESIGN MANAGEMENT Trailblazer Apprenticeship Standard

Occupation(s)

The occupation covered by this standard is that of Construction Design Management. Typical job titles can include: Assistant Construction Design Manager, Design and Build Manager, Design Co-ordinator, or Design Integrator. They are associated with the management of the design process in building and infrastructure projects and act as the link between architects and construction teams. They are based on sites or in offices.

Occupational profile

The main duties and tasks of an Assistant Construction Design Manager are:

- To develop design proposals which meet the requirements of the client's brief
- To contribute to the management of the design process for complex construction projects
- To manage the design information and translate it to construction teams on site
- To ensure that safety has been taken into account in all designs and that Health and Safety Regulations have been adhered to
- To ensure that the project is completed to the specification outlined in the design, within the stated parameters
- To manage the adherence to statutory consents
- To ensure that the site has minimal impact on the environment and the local community and that sustainability objectives are realised
- To manage interfaces between the various stakeholders associated with the design process
- To manage the Building Information Modelling process for the project
- To be involved in contract administration and compliance for the project
- To assist in the management of project handover and completion
- To seek feedback from stakeholders and implement best practice in future projects

Requirements: Knowledge, Skills (and behaviours)

Knowledge	What is required
Design Procedures	Know how to identify, assess and challenge client requirements and user factors, evaluate resources and assess environmental impact.
Health and Safety	Know how to identify hazards and risks and incorporate Health and Safety considerations into design at an early stage and ensure compliance with associated regulations.
Regulations	Know how to assess and advise on regulatory and legal requirements and constraints, including Construction Design and Management (CDM) Regulations and Building Regulations.
Project Brief	Know how to prepare, present and agree proposals for client briefs and develop design programmes to meet the requirements of the brief.
Design Documentation	Understand the importance of design information management and the control of documentation associated with design. Translate design documentation to site teams.
Construction Technology	Know how to evaluate and select materials, components and systems and be able to analyse and select design solutions and plan associated construction activities.
Procurement	Understand various procurement methods and contracts and their relative merits. Be able to prepare a bid for work and understand the project control process.
Project Management	Know how to select and form a design team and agree responsibilities and processes prior to construction and monitor design team's working methods during construction.
Teamwork	Understand the importance of working in teams and how to lead others towards common goals. Know how to develop and maintain relationships with other stakeholders.
Value Management	Understand and be a practitioner of Value Management including Value Engineering so that the project's value for money is maximised.
Risk Management	Understand the nature of risk and its effect on the management of a project

Skill	What is required
Client and User Requirements	Be able to identify and assess client and user requirements and conduct feasibility studies so that the design reflects client needs.
Sustainability	Be able to identify and evaluate sustainable solutions to client requirements and minimise environmental impact of project over entire building lifecycle.
Health and Safety	Be able to identify hazards and risks at design stage and reduce risks through the design process so

	that the construction process is safe and risk-free.
Project Management	Be able to select and form a design team and agree responsibilities and processes and monitor design team's working methods during construction.
Regulations	Be able to assess and advise on regulatory requirements and legal constraints that affect the design. Be able to confirm statutory consents and requirements.
Design Development	Be able to prepare, present and agree proposals for design briefs, make recommendations, develop programmes and develop detailed designs.
Specifications and Information Management	Be able to identify and prepare detailed designs and manage design information, including integrating, evaluating and recommending changes.
Tenders and Contracts	Be able to select and evaluate tenders, choose and agree appropriate specialist contractors and control contractual compliance during construction.
Project Handover	Be able to manage project handover and completion and create Operations and Maintenance Manuals for the building's end users.
Value Management	Be able to work with design teams and supply chain to enhance value and/or reduce costs and still meet the client's needs.
Risk Management	Be able to identify, manage and mitigate threats and optimise opportunities

Behaviours	What is required
Exercise Professional Judgement	Be able to work within own level of competence and know when to seek advice from others and when to be able to advise clients.
Demonstrate Commitment to Code of Ethics	Work within the Chartered Institute of Architectural Technology's Code of Conduct and demonstrate integrity and professionalism in all activities.
Maintain CPD	Identify own development needs and take appropriate action to meet those needs. Use own knowledge and expertise for the benefit of others.
Client care	Demonstrate knowledge and ability to manage expectations and identify improvements
Teamworking and communication	Be able to work with others towards common goals and understand different techniques for communication and negotiation

Duration

The typical duration for this apprenticeship is three to four years but this will depend on the previous experience of the apprentice and access to opportunities to gain the full range of competence.

Entry requirements

Individual employers will set their own selection criteria for this apprenticeship. As it requires achievement to Level 6 the typical entry requirements for this Apprenticeship will be the Level 4 Construction Technician Standard; TCIAT (Architectural Technician) status; HNC in Construction or equivalent qualifications and commensurate experience.

Qualifications

The following qualifications will be gained:

- BSc(Hons) Architectural Technology or equivalent Level 6 Architectural Technology Diploma, mapped to Chartered Institute of Architectural Technologists Professional Standards Framework
- Industry certificates in Site Safety Plus Site Managers' Safety Training Scheme and Site Environmental Awareness Training Scheme which are required for safe operations in the workplace
- English and Maths will be required to be demonstrated at Level 3

Link to professional registration

- This Apprenticeship will include the knowledge, skills and behaviours required to achieve Chartered Architectural Technologist status with the Chartered Institute of Architectural Technologists and lead to the designatory letters MCIAT. The professional review process for MCIAT is included in the final assessment process for this Apprenticeship.

Level

This apprenticeship standard is at Level 6.

Review date

This apprenticeship standard should be reviewed three years after approval of the standard.

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