

My Future in My Hands

Training for Women in Building Crafts



2007

ABOUT WOMEN AND MANUAL TRADES

Women And Manual Trades (WAMT) was formed in 1975 and is the National Organization for women working and training in the trades. We provide and develop services that respond to the needs of our membership in order to increase the number of tradeswomen working in industries where they are underrepresented and to help them improve their prospects and economic capacity.

WAMT works in partnership with training bodies, employers, public sector organizations and tradeswomen to address the issues that prevent women entering, or continuing to work in, the trades.

ABOUT THIS DIRECTORY

If you have ever wanted to be able to fix a leak or put up a shelf, wanted to get paid for it, or have you felt you couldn't because women don't? This guide will take you through some of those thoughts and give you more information on how to go about finding training in the various building trades.

Often the idea of construction being a no-go area for women is formed from poor information and a lack of good examples. Working as a tradesperson is not for everyone but we believe it is important that women are given accurate information and should have a choice of careers without having to tackle the barriers of prejudice and discrimination.

This directory is produced by WAMT with the aim of informing women about finding training in the various building trades

Every effort has been made to ensure that the information in this pamphlet is accurate. We apologise for any unintentional errors and would appreciate being informed about them. This publication is protected by copyright. Information may be reprinted for educational purposes. Please credit Women and Manual Trades if quoting from the publication.

CONTENTS **PAGE**

Taking a new direction	4
Where to start – choosing a trade	5
Finding the right course	8
Qualifications in the manual trades	11
How much does it cost?	15
Work prospects	18
Useful Contacts	21

Directory of training providers

• Ecology courses	24
• Women only training centres in London	17
• Other training centres and colleges in London	25



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TAKING A NEW DIRECTION

Whether you are returning to work after a break or looking for a new opportunity, training in a craft skill may be for you. You may have doubts about your own ability such as whether you are too old, or not strong enough for a trade or that the work is too dirty or “men’s work”.

Some jobs are “dirtier” than others; in the winter being a bricklayer could involve working outside in the cold, on a muddy building site. On the other hand, you might find yourself eating your lunch in the sun on that same site just a few months later.

Besides, women do heavy, dirty, complicated, skilled work everyday, and hardly anyone notices. How much do you think the shopping weighs? How much does a push-chair and child weigh? Who threads the sewing machine and changes Hoover bags? Most of the skills important in building trades are already practiced by women in the home.

The skills needed for a manual trade are accuracy, neatness and manual dexterity plus a lot of common sense, not brute force and bulging biceps! Certain jobs may be considered either “men’s” or “women’s” work depending on which country or even region you come from.

Some jobs may have been considered male or female for some time and then considered the opposite. This is what has happened during the first and Second World War years in this country. Women did all manner of different trades and were highly skilled and competent. When the wars were over suddenly women were deemed incapable of doing these jobs and were sent back into the homes - most went but not all. Some women have continued to work in these areas in spite of the odds.

Only you can decide whether the work is for you and if you have the necessary skills

for the job there is no reason why you shouldn't do it, and there are Equal Opportunity laws to make sure that you can.



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WHERE TO START – CHOOSING A TRADE

Within the Construction Industry there are three main types of work:

- **Professional**

This is for those who want to become engineers, architects, construction consultants etc. or enter a larger company at management or design level. Work tends to be more supervisory or planning based and includes a mixture of office and site work. The training route to take up work in these areas is generally at a Higher National Certificate/Diploma or a Degree level.

- **Technician or Site Supervision.**

This may cover areas such as Building Surveying, Buying, and Building Maintenance etc. A BTEC Certificate or Advanced Trade qualifications plus experience on site will open up these paths and usually an element of continuing training is involved on day release or similar.

- **Construction Trade Skills**

Training is available in many craft skills but in the context of this guide we are concentrating on those considered as non-traditional for women to take up - that is all trades associated with the building industry plus one or two others. This includes the following main trades: -

Bricklaying, Carpentry and Joinery, Plastering, Painting and Decorating, Plumbing, Electrics, Welding and Vehicle Mechanics.

Working in a trade offers a variety of job possibilities. There is work on "new build" sites when the project entails everything from the foundations up. Trades people come in to carry out their particular skill at the appropriate time in the process. The majority of trade work available is in the maintenance sector where work is generally in people's own homes or "domestic" as it is known. Some tradespeople win contracts to carry out regular or cyclical maintenance for Housing Associations or Councils. Others might specialise in "industrial work" such as factory or plant maintenance. Another option open is to develop a specialist technique in the chosen trade and so become an expert in this field.

Why Should Women Work in the Manual Trades?

For those women who successfully negotiate the obstacles, a career in trades has lots of positive advantages. These can include job satisfaction, control over your own work and comparatively better wages than in other jobs. Wages do vary, depending on the trade that you enter, and rises with experience. Working in a construction trade can provide a good income and often a high level of independence.

In 2001, plumbers wage rates based on 39 hours per week were £252.72 (£6.48 per hour) for adults who have completed their training, £294.84 (£7.56 per hour) for adults one year after completing their training and £327.60 (£8.40 per hour) for

plumbers who progress into technical and supervisory roles. Those interested in pursuing a career in plumbing should be aware that the media story of earning a £100,000 a year is not a reality that working plumbers recognise.

For the same period, carpenters and joiners wages began at £203.58 (£5.22 per hour) for adult general operatives and £246.48 (£6.32 per hour) for craftspeople who have NVQ Level 3.

According to the New Earnings Survey 2002, compiled by the Office for National Statistics, women working in craft and related trades earned on average, £6.92 per hour.

For many, the biggest attraction of doing a manual trade is the sense of achievement. Imagine the feeling a bricklayer has walking past a smart new building that she had worked on when it was just a muddy building site. There is a lot of satisfaction to be had from fixing or making something yourself, and job satisfaction is one of the things that make getting up on a Monday morning so much easier!



Photo supplied by John Laing Training

FINDING THE RIGHT COURSE

There are now several entry routes into careers in building design and construction for mature students who do not necessarily have any previous qualifications. You may already have enjoyed working on a project for yourself that entailed using trade skills.

Some women have come into the trades because initially they wanted to find out how to do something for themselves. The trades vary but all have elements of heavy and light work, clean and dirty work. The training in each trade will involve some degree of measuring and basic numeracy. If you have decorated your own home and enjoyed it then maybe Painting and Decorating is an option to train in. Or perhaps you have a yearning to saw up wood and bang in nails, then carpentry and Joinery may be your choice.

Broadly speaking bricklaying is almost always an outside job, plastering more often an inside job with the others varying depending on the task. Painting and Decorating closely followed by Carpentry and Joinery are the main trades women choose but there is no reason for not taking up one of the other trades. In fact there is much scope for self-employed women electricians, bricklayers, plasterers and plumbers.

Most of the main colleges have an open day where you can meet and talk to the different trainers as well as see the facilities. "Taster" days or courses give the opportunity to try different skills. Some of the colleges run these from time to time but all would provide them if there was a demand. Doing an evening class at a college or Adult Education Centre will also give the opportunity to try a trade skill and some of the colleges run Introductory or Basic courses in various trades. For those with additional requirements for example, those who may not have English as a first language or require extra help with numeracy, some colleges provide additional support.

Women-only courses can be a valuable way for women to learn, because there are no assumptions that participants have any previous experience of the subject. These courses can promote general confidence as well as providing networks and contacts for future support.

However, some women prefer to enrol in mixed classes, feeling that the experience of being in a mixed group prepares them for mixed working environments and also demonstrates to male students that women can achieve and excel in these fields. As one Head of Department in a Kent college pointed out “Generally, where there are two to three women on a construction trade course they will be in the top four or five in achievement”.

If you want to discuss your options further then contact the colleges directly. All the main colleges are publicly very keen to see more women on their construction trade courses and welcome enquiries. For those women who have some qualifications and who are looking for higher level courses again, talk to the contacts given.

Women returners should never under-estimate the experience they have had as quite often maturity and associated experiences will enable women to gain access to courses that might otherwise seem inaccessible. Be sure to highlight projects or work that you have carried out, whether unpaid or for yourself, in interviews and application forms.

Before embarking on training courses, it is important to assess how much time and money is available for training, including the amount of homework expected, in order to choose between the various part-time and full-time courses. Colleges offer courses at different levels, ranging from basic introductory to Degree Bridging courses. Satisfactory assessment at each level will normally fulfill entry requirements for the next level of training. Adult Education Institute evening, weekend and short courses are also available in a variety of trades and skills.

As a starting point, if you know what trade you are interested in, check the college listings at the back of the booklet and see if there are any courses in your area. Contact the college directly for entry details and for an informal chat about what you would like to do and what they can offer to meet this.

It is advisable to check to see whether your course is approved by assessing bodies, in writing, before you start. Centres have been known to have their applications turned down even though they have students studying on-site. If a training provider is not accredited then you may not be able to sit exams, or to have your qualification recognised within the industry.

There are more courses available than are listed. Search www.worktrain.gov.uk or www.learndirect.co.uk (Tel 0800 100 900) for courses throughout the country. If you live in London www.floodlight.co.uk also lists training courses.

Other useful organisations include The Institute of Adult Guidance, telephone 0800 100 900, or if you are between 16-18 years old try www.springboard.co.uk. Your local JobCentre should also provide you with assistance. To find your local JobCentre call 0845 6060 234.

Professional and trade associations may offer advice on training and funding. Some contacts are listed at the back of this guide.

It is often useful to speak to other women who are already on the course to get a feel of the place. Ask the admissions office for more information about this.

After making an application for a course place, you may then be invited to an interview. Before the interview, make a list of what is important to you and what may be a difficulty for you e.g. you may feel you need additional support in English or Maths. You may also want to ask the following questions: -

- How many women are on the course - how many complete the course, and also how many men complete?
- What is the number and proportion of women tutors on the course?
- What childcare assistance or crèche/ nursery provision is available to you?
- Are there any women support groups or ways for you to meet other female students?
- Are there flexible study arrangements that can allow students extra time to complete projects if necessary?
- What is the assessment procedure (exams, continuous assessment, project work etc.)?
- Does the college have direct links with the industry - do they help with finding work at the end of the training?
- For those claiming benefit, check with the benefits agency to see how claims are affected.
- Do you need to pay for the course, books, exams etc.?

QUALIFICATIONS IN THE MANUAL TRADES

There are still different terms used for qualifications in the manual trades - some trades still use City and Guilds but more are moving to the more modern NVQ structure. The following are the current qualifications you are most likely to encounter: -

City and Guilds and National Vocational Qualifications (NVQs)

City and Guilds courses are workshop-based. As well as practical skills, trainees learn about health and safety issues, industrial studies, technical drawing, and Maths. The National Vocational Qualifications (NVQs) were set up in 1992 by the National Council for Vocational Qualifications (NCVQ) in co operation with professional bodies, to run alongside City and Guilds qualifications. There are no previous qualification re-

quirements and units can be selected on individual interest. Units increase in complexity through the five levels of NVQ qualifications.

NVQ units measure standards reached to show that the student is fully competent in the skills related to a particular job. NVQs are being developed for areas of work where no national qualifications previously existed. Having a national standard for skill achievements can help to raise previously unqualified manual workers self-esteem and confidence in their abilities by showing that their skills are quantifiable and comparable, as well as providing records of achievement that are recognised by employers. NVQ units can be obtained in construction and including many of the manual trades, such as plumbing, carpentry, painting and decorating.

BTEC GNVQ Courses in Construction and the Built Environment

BTEC (Business and Technical Education Council) controls and monitors various vocational training programmes offered at colleges of further and higher education and universities across a wide range of subjects.

The **BTEC General National Vocational Qualifications (G NVQs)** are nationally recognised qualifications, offered at three levels: Foundation, an introductory level usually studied part-time (one day and one evening per week) for one year, Intermediate, similar to BTEC First Diplomas or 5 GCSEs, and Advanced, similar in level to BTEC National Diplomas or 2 A-Levels. Formal qualifications for Foundation BTEC GNVQs in the built environment fields are not always required, although students will need a basic level of education to cope with the course.

Each GNVQ covers the knowledge and skills vital to their subject, but each also covers a range of important skills needed in many jobs, such as communication, IT and numeracy.

BTEC First Certificates and Diplomas usually take one year. The Certificate is usually studied part-time and the Diploma full-time. BTEC first qualifications are on a level with GCSEs. BTEC National Certificates and Diplomas do not have formal entry qualifications, but those starting a course in Construction and the Built Environment are usually expected to have a BTEC First Certificate or Diploma in a relevant subject, or a minimum of four GCSE passes at grade A-C, which include English, maths, physics or chemistry, or NVQ level 2, or an Intermediate GNVQ, or relevant work experience.

BTEC Higher National Certificates (HNCs) and Higher National Diplomas (HNDs) : there are no formal entry requirements for HNDs or HNCs, but applicants usually have a good chance to qualify with one of the following: a BTEC National, at least one A-Level, an NVQ level 3, an Advanced GNVQ, or relevant work experience with, for example, an Advanced City and Guilds.

HNCs and HNDs usually take two years to complete. HNC courses in Building Studies are for those already working in the construction industry who wish to continue their studies part-time. HND courses in Building Studies are usually full time courses that aim to prepare school leavers for jobs at a similar level of responsibility as those completing HNCs.

BTEC Higher National qualifications are generally regarded as being on a level with the second year of a degree course, and those with an HNC/HND can move on to the second or third year of a related degree course. Those who gain BTEC Higher National qualifications on Building Studies can expect to get work as senior architectural technicians, building surveyors, contract assistant managers, quantity surveyors, or site engineers. There is a need for students to seek clear advice when embarking on Higher National qualifications in order to select modules to further their preferred career path.

Work Based Learning for Adults (WBLA)

Another way to learn a trade is to take advantage of the government schemes available. WBLA is accessible if you: -

- have been unemployed for six months or more
- and/or have a registered disability
- and/or are returning to work after a two year break.
- and/or are on New Deal and 25+
- and/or are an ex-offender
- and/or are a lone parent
- and/or have English as a second language
- and/or have literacy and numeracy needs.

These are full-time schemes and can take anything from 2 weeks to 2 years depending on your personal training plan determined by you and your training provider. You register through the Employment Services at your local Job Centre where you will need to fill out a form. You will then have to go for an interview at the appropriate centre. Ring The Department of Work and Pensions Enquiry Office on 020 7712 2171 to get the details of your local benefits adviser.

New Deal

If you are claiming Job Seeker's Allowance and have been unemployed for at least 2 years then you may be eligible for a New Deal programme. This could provide you with the opportunity to undertake a training course on a full-time basis for up to twelve months. Participation on a course must be agreed with an Employment Services Advisor who would need to take a number of points into account including whether the course would assist you to acquire new skills and qualifications. During the course you will need to have attendance forms signed by the course provider. New Deal can also provide additional flexible support in the first four weeks of study - again check with your Advisor.

HOW MUCH DOES IT COST TO TRAIN IN A TRADE AND HOW WILL I SUPPORT MYSELF

It depends which route you decide to take. Some courses at colleges are free or offered at reduced rates to people receiving Benefits. Some will provide an allowance and travelling expenses. Other course fees will vary depending upon length of course and personal circumstances. Fees are normally payable on enrolment although you could ask about paying by instalments. You may also need to pay for exams and registration fees separately. You also need to get an estimate of how much you will need for books and materials.

Check if you can get any fees back if you start the course but are unable to complete it, as once fees are paid, it may not be possible for students to receive a refund unless the course is cancelled or illness prevents attendance. It is therefore important for women to make sure that they have enrolled for the right course and have the time and resources to do it.

PART-TIME TRAINING

If you are unemployed whilst training check the criteria for continuing to claim benefits.

Generally the following applies:

UNEMPLOYMENT BENEFIT WHILE TRAINING -THE 16 HOUR RULE

(From April 1996) If you are over 19 and studying for less than 16 hours a week and are in receipt of one of the following benefits:

- Unemployment Benefit/Jobseeker's Allowance/ Disability Allowance
- Family Credit/ Housing Benefit/ Income Support
- Age 60 and in receipt of a Retirement pension
- Council tax benefit
- Or if you are an unemployed dependant of someone in receipt of one of these benefits then you should get free tuition, exam fees paid and possibly subsidised travel passes.

You can study part-time and continue to claim Benefit providing that: -

- the course you choose is run by a college, school or equivalent
- you are prepared to drop the course if a suitable job comes along

Further information can be obtained from your local Department of Social Security office after getting the course details from the college. Full time students under the age of nineteen who are ordinarily resident in the European Community are entitled to free tuition.

In some cases it may be possible to train up to 21 hours a week and still continue claiming benefit. This maybe applicable where a college has been awarded additional funding from Europe. You will need to check with the college first and get their information before you talk to your job centre - exceptions made under European funding are not always common knowledge!

Before talking to the Job Centre it is best to be clear about your reasons for choosing to train in a construction trade, especially if this is very different to what you have done before. The obvious advantages will be to increase your employability. There are many skill shortages in the Construction Industry.

If you are on a course under the New Deal Scheme then you will receive an allowance equivalent to the Job Seeker's Allowance. You should also receive help with other costs such as travel. Certain short or general courses may have fixed fees that no form of assistance is available for, although these are very few.

Full-time Study

Grants

Many full-time students are finding it increasingly difficult to finance themselves during full-time training. Mandatory awards have been frozen at 1990 levels and students are expected to take out loans to top up their grants. You must contact your local authority as soon as practical and check out their criteria. You normally have to apply in May/June for a September start. It is always worth checking out your eligibility if you are considering going for a higher qualification. You can do this after speaking to the college about your suitability to do the course.

Discretionary awards are also available for some courses; students should again contact **Grants and Awards Director** for details. You should make sure you apply before the deadline (usually May-June for courses beginning the following autumn). Most colleges have a student hardship fund and students experiencing financial hardship should inquire about this.

Career Development Loans

You should seek advice before entering any loan schemes. A Career Development Loan (CDL) is a bank loan of between £300 and £8000 to help pay fees and expenses for courses. CDLs have to be paid back with interest starting from one month after the end of the course, and so should be considered carefully if you do not have guaranteed employment after your training is completed. To obtain further details and an information pack ring Freephone (0800) 585505 or www.lifelonglearning.co.uk/cdl

Trusts

Some trusts that are concerned with specific trades will sometimes give help to women with fees and materials etc.

It is possible where you have to pay for your own fees on NVQ courses that there may be tax relief entitlement. To claim tax relief you need to fill in Inland Revenue form VTR1.

Childcare

For many women childcare responsibilities make working or training a difficult proposition. Childcare provision is limited but some help is available at some colleges. If you are studying full time under the New Deal Scheme, you should be able to get help with child-care costs. There are certain conditions including if you are a lone parent, or both partners are on New Deal or other Government training and the children are under eleven years of age.

If a lack of childcare is preventing you from training or working, you may wish to inform your local council members and MPs.

WORK PROSPECTS

The Building Industry

The Building Industry accounts for 10% of the national workforce. It encompasses the really large companies - such as Bovis, Tarmac and MacAlpine, who may employ thousands of tradespeople and professional staff, right through to the Self Employed tradesperson, such as the plumber who puts an ad in the corner shop. The majority of people working in the industry will be self-employed sole traders or small employers (under 50 staff). Many women choose this route after training as it gives them more control over their working conditions.

Opportunities for women wanting to enter the building trades and professions have been gradually changing over recent years. A report by Women and Manual Trades (WAMT) based on the experiences of 60 women working in three London local authority direct labour teams concludes that there are no insurmountable barriers to women being integrated into the construction process. In fact, increasing women 's presence in the workforce goes hand in hand with improving conditions for all those working in the industry - male and female.

Progress has also been made in persuading more private contractors to adopt policies and practices that encourage women into careers in building. The Latham Report, commissioned by the Department of Employment and published in 1994, has been influential in urging the private sector to recognise the advantages of having a more socially representative workforce. Following The Latham Report, the Construction Industry Board's report Tomorrow's team: women and men in construction, outlines strategies '... to encourage the development of attitudes, practices and physical environments within the industry that neither directly nor indirectly place women at a disadvantage.'

There is wide recognition of the benefits and increase in trade that can result in employing women, including the preference of many customers who believe that women do a better job and are more trustworthy. Many domestic customers, particularly older people and single women, may feel more secure with a female operative calling to do the work. More recent impetus from the private sector to support equal opportunities policies is welcome, for there is much ground to be made up.

Getting Work Experience

Once you get into your training you will need to start thinking about work experience. Some training centres and colleges will organise work experience as part of the course, but if you have any particular requirements it's worth discussing them at the interview. You can independently improve your work experience options by considering the following:

- **Voluntary Work**

If you are not yet at a stage where you feel comfortable charging for your work then doing voluntary work in your chosen trade will get you experience and confidence. Volunteer programmes are run by conservation groups such as the British Conservation Trust for Volunteers, or you may contact local charities - information will be available at your local library.

- **Self Build Projects**

You don't need experience to work on these projects but you will learn a lot. This may involve helping out at a community project or building your own homes in a local co-operative. Get more information from libraries/ Local Authority or the Community Self-Build Agency (contact address at back).

- **Setting up as a Self Employed Tradeswomen**

Tradeswomen and building professionals who have gained the necessary qualifications and work experience might want to set up their own businesses, but often need help on the marketing, financial and planning aspects of their business. Self-employment is a common path for tradeswomen. It allows them to avoid some of the discriminatory issues experienced on building sites and in male-dominated offices. Some women work with a partner, which gives them support.

It is hard for many women to get enough work either to allow them to give up claiming Benefits or to allow them to cease relying on other forms of part-time or temporary employment. Many tradeswomen combine basic aspects of their trade, such as straightforward carpentry, with more creative aspects, such as furniture making, or alternate between such activities according to seasonal demands or weather conditions.

Most tradeswomen continue training after they have set up in business in order to be able to take on increasingly skilled work. Those who succeed in setting up their own business usually regard it as a hard but satisfying form of employment. Contact WAMT for further information on self-employment training and small business loans available.

- **Teaching Your Trade**

Many women move into teaching after working for a while. Getting work in this area is often a matter of getting part time work with a local college. Most colleges would expect you to have Advanced Craft Level or NVQ level 3, plus at least 5 years site experience (includes time as an apprentice) . Ideally you will also have

an Assessor Award, often this can be gained on the job but some colleges run accredited ‘Training for Trainers’ courses.

- **Ecological Building**

Many women are interested in what is happening to our environment. The Construction Industry is beginning to realise the detrimental effect building can have on the environment and to take some responsibility. This is a new area to specialise in and could open up many avenues. Some courses are now available in this subject.

USEFUL CONTACTS

WOMEN AND MANUAL TRADES (WAMT)

52-54 Featherstone Street. London. EC1Y 8RT.

www.wamt.org

Tel: 0207 251 9192

Email: info@wamt.org

National membership organisation for women working and training in the trades. Run talks and network events for members throughout the country.

Free complementary trades training for London based unemployed and trainee members, including: Self Employment, Personal Safety, Appointed Persons: First Aid etc. support with childcare and travel available.

CITY & GUILDS - CUSTOMER SERVICES ENQUIRY UNIT

Tel: 020 7294 2800

www.city-and-guilds.co.uk

Good web site - advice on which qualifications to take and lists of the approved training providers in your area.

CITB-CONSTRUCTIONSKILLS

Tel: 01485 577577 or 0808 100 0055

www.citb.co.uk or www.bconstructive.co.uk

Information on all aspects of training and job opportunities within the construction industry.

EQUALITY AND HUMAN RIGHTS COMMISSION

The Equality and Human Rights Commission champions equality and human rights for all, working to eliminate discrimination, reduce inequality, protect human rights and to build good relations, ensuring that everyone has a fair chance to participate in society.

London

3 More London, Riverside Tooley Street SE1 2RG

Telephone 020 3117 0235

Fax 0207 407 7557

info@equalityhumanrights.com

Cardiff (temporary office)

3rd floor, Capital Tower, Greyfriars Road, Cardiff CF10 3AG

Telephone 02920 66 3710

Fax 02920 729220

wales@equalityhumanrights.com

Glasgow

The Optima Building, 58 Robertson Street, Glasgow, G2 8DU

Telephone 0141 228 5910

Fax 0141 248 5912

scotland@equalityhumanrights.com

Manchester

Arndale House, The Arndale Centre, Manchester, M4 3AQ

Telephone 0161 829 8100

Fax 01925 884 000

info@equalityhumanrights.com

FLOODLIGHT

www.floodlight.co.uk

Website offering a comprehensive listing of full-time, part-time and evening courses throughout London.

Available to view online or buy a Directory at your local newsagent.

KNOW YOUR PLACE

Tel: 01274 436485

www.knowyourplace.org.uk

Advice site, supported by Equalities and Human Rights Commission, that gives information about career options in construction and plumbing. Includes FAQ's and case studies.

HOTCOURSES

www.hotcourses.co.uk

Tel: 020 8600 5300

Another popular search engine with facilities to search and apply for courses in the UK.

LEARNDIRECT

Tel: 0800 100 900.

www.learndirect.co.uk

Useful search engine with details of over 700,000 national courses listed by category and location. It also has general information about occupations.

QUALIFICATION AND CURRICULUM AUTHORITY

83 Piccadilly. London. W1J 8QA

Tel: 0207 509 5556

www.qca.org.uk

QCA maintains and develops the national curriculum and associated assessments, tests and examinations; and accredits and monitors qualifications in colleges and at work.

SUPPORT4LEARNING

www.support4learning.org.uk

Specific advice for people in training. It is supported by HERO - Higher Education and Research Opportunities

WORKTRAIN

www.worktrain.gov.uk

National internet search engine. Online search of jobs and training courses provided by Learndirect and Jobcentre Plus. It also gives details about occupations, including starting rates of pay and job search facility for jobs that are advertised through Job Centres.

ASSOCIATION FOR ENVIRONMENTALLY CONSCIOUS BUILDING (AECB)

PO Box 32. Llandysul. SA44 5ZA

www.aecb.net

The AECB is the leading independent environmental building trade organisation in the UK. Membership facility with newsletter and discount on a range of ecological building products.

BRITISH TRUST FOR CONSERVATION VOLUNTEERS

1st Floor. 80 York Way. London. N1 9AG

Tel: 0207 278 4294

www.btcv.org

Various practical short courses and volunteering opportunities.

CAPEL MANOR

Bullsmoor Lane, Enfield, Middlesex, EN1 4RQ

Tel: 08456122 122

www.capel.ac.uk

E mail: enquiries@capel.ac.uk

Full /part time and short courses in horticulture, organic gardening, and other subjects.

Some late starts and early finishes for women with childcare commitments. Approx.

50% female students.

CENTRE FOR ALTERNATIVE TECHNOLOGY

Machynlleth, Powys. SY20 9AZ

Tel: 01654 705981

www.cat.org.uk

Varied programme of courses throughout the year including green energy systems, timber frame self-build, Eco Design & Construction and sewage solutions.

Tiered price structure: High wage/low wage/non waged & student.

COMMUNITY SELF BUILD AGENCY

Swale Foyer, Bridge Road, Sheerness, Kent ME12 1RH

Tel: 01795 580 786

www.communityselfbuildagency.org.uk

LETS LINK UK

12 Southcote Road. London N19 5BT

Tel: 0207 607 7852

www.letslinkuk.org

National Exchange Trading Scheme

WOMEN ' S ENVIRONMENTAL NETWORK (WEN)

PO Box 30626. London E1 1TZ

Tel: 020 7481 9004

www.wen.org.uk

Campaigns on environmental and health issues from a women's perspective.

CAMBRIDGE WOMEN ' S RESOURCE CENTRE

Hooper Street, Cambridge. CB1 2NZ

Tel: 01223 321148

www.cwrc.co.uk

A variety of FREE courses for unemployed or semi-employed women. Offering an accredited 30 week woodwork course.

Free crèche for children up to 12 years. Women tutors.

LAMBETH WOMEN'S WORKSHOP LTD

Unit C22. Parkhall Trading Estate, Martell Rd. London. SE21 8EA

Tel: 0208 670 0339

www.womeninlondon.org.uk/lww.htm

Free women only NVQ training in carpentry and joinery. Core skills, job seeking skills, Health and Safety training and First Aid training available. Childcare and travel allowance available.

NOTTINGHAM WOMEN ' S TRAINING CENTRE (NWTS)

1 Cairns Street, Nottingham NG1 3NN

Tel: 0115 915 0115

www.nottinghamcity.gov.uk/sitemap/cd_reg_int-nwts

Carpentry & Joinery, painting & decorating, Electronics. Other courses available

Free courses, travel and childcare. All women tutors.

OXFORD WOMEN ' S TRAINING SCHEME

Northway Centre, Maltfied Rd. Oxford OX3 9RF

01865 550 827

www.ocvc.ac.uk/adult_owt.htm

Offer courses in construction skills including Decorative Skills, Wood Occupations and Building Skills. Range of IT courses also available.

Free crèche and other assistance.

THE WOMEN ' S WORKSHOP, CARDIFF

Clarence House, Clarence Road. Cardiff CF10 5FB

Tel: 029 2049 3351

www.womensworkshop.org.uk

IT courses available. Information about plumbing and other trade courses available for women in Wales.

OTHER TRAINING CENTRES AND COLLEGES IN LONDON

This section lists just some of the colleges and training centres within Greater London offering construction related courses. It is not a comprehensive list and courses and availability do frequently change, for more comprehensive listings of Training Centres and courses nationally check out the Learn Direct, Job Train and Hot Courses details listed in this manual.

BARNET COLLEGE

Grahame Park Centre, Hendon – Grahame Parkway, Colindale, London NW9 5RA

Tel: 0208 266 4000

www.barnet.ac.uk

Creative Paint Finishes, Garden Design, Home Decoration, Bricklaying, DIY courses.

BUILDING CRAFTS COLLEGE

Kennard Road. London. E15 1AH

Tel: 020 8522 1705

www.thecarpenterscompany.co.uk

Courses including Fine Woodwork, Advanced Stone Masonry and woodworking machine safety courses

Short courses and evening course also available.

CITY & ISLINGTON COLLEGE

Centre for Business; Arts & Technology, 444 Camden Road N7 0SP

Tel: 0207 700 9200

www.candi.ac.uk

Courses including electrical installation and woodwork for women.

COLLEGE OF NORTH EAST LONDON

Tottenham Centre. High Street, Tottenham, London. N15 4RU

Tel: 020 8442 3055

www.conel.ac.uk

Various construction-related crafts courses including Brickwork, Carpentry and Joinery,

Furniture Making,

Painting and Decorating, Interior Design, Maintenance Operations, Electrical Installation, Plumbing and Gas Services.

COLLEGE OF NORTH WEST LONDON

Built environment and Construction

Willesden Centre

Dudden Hill Lane. London. NW10 2XD

Tel: 020 8208 5000 / 020 8208 5050

www.cnwl.ac.uk

Large building crafts department Plumbing, Electrical Installations, Carpentry, Brick-work, Painting and Decorating, Plumbing, Plastering, Refrigeration and Advanced Construction.

CROYDON COLLEGE

Tel: 0208 760 5914

www.croydon.ac.uk

Variety of full and part time courses in Engineering, carpentry and joinery, electrical installation, heating and ventilation.

EALING, HAMMERSMITH & WEST LONDON COLLEGE

Gliddon Road, Barons Court, London, W14 9BL

Tel: 0208 741 1688/0800 980 2185

www.westlondoncollege.ac.uk

Comprehensive range of courses including Brickwork, Carpentry and joinery, Painting and Decorating,

Decorative Effects, Plastering, Plumbing, Signwork, Electrical Installation, and Building Maintenance. Also various short courses.

HACKNEY COMMUNITY COLLEGE

Shoreditch Campus, Falkirk Street, London, N1 6HQ

Tel: 0207 613 9123

www.tcch.ac.uk

Brickwork, Painting and decorating, plumbing, electrical installation, mastic asphalt, and building studies, also run a women only Home Maintenance DIY course. Some low cost and concessions available.

HAMPSTEAD INSTITUTE

Central Square

London. NW11 7BN

www.hgsi.ac.uk

Tel: 0208 829 4141

Evening courses including womens DIY, interior design and woodwork.

JOHN LAING TRAINING SERVICES – 4SITES

1) King ' s Cross Training Centre

2) Robin Hood Training Centre

3) Newham Royal Docks Campus

4) Edmonton Training Centre

248 Montagu St . London N18 2NZ

Tel: 0208 887 1910

www.jlaingtrainining.co.uk

Part time and full time courses in Painting and Decorating, Carpentry and Joinery, Bricklaying, Plastering and

Dry Lining. Courses are free for the unemployed, assistance with travel expenses available.

LAMBETH COLLEGE, VAUXHALL CENTRE

Belmore Street, Wandsworth Road, London. SW8 2JY

Admissions Tel: 0207 501 5445

www.lambethcollege.ac.uk

Large construction department with courses at various levels in areas including brick-laying, Carpentry and Joinery, wood machining, glazing, masonry, plumbing, interior design, Painting and Decorating, specialist decorative techniques, gilding, tiling, electrical installation, plastering and other building crafts and management courses. Also car maintenance. Some women only courses for Carpentry and Joinery and Painting and Decorating.

LEWISHAM COLLEGE

Lewisham Campus. Lewisham Way. London. SE4 1UT

Tel: 0208 692 0353 / 0800 834 545

www.lewisham.ac.uk

Brickwork, Carpentry, Electrical Installation, Gas engineering, Motor Vehicles, Painting and Decorating, Plastering, Plumbing, Refrigeration & Air Conditioning, Welding - mainly NVQ level, DIY. Some short taster courses.

LEWISHAM DIRECT TEAM

Community Refurbishment Scheme. Craft Training Centre. Deptford Strand. London.

SE8 3AG

Tel: 0208 692 1999

Carpentry, Electrical Installation, Plumbing, Painting & Decorating and Multi skills.
Women only taster days with paid training and childcare assistance. Students must be
on New Deal to qualify.

LONDON METROPOLITAN UNIVERSITY

166-220 Holloway Road, London, N7 8DB

Tel: 0207 133 4200

www.lgu.ac.uk

Degrees include Architecture, Interior Design, Restoration & Conservation and Furniture Design & Restoration

MARY WARD CENTRE

42 Queen Square. London. WC1N 3AQ

Tel: 020 269 6000

www.marywardcentre.ac.uk

Evening and day classes including Woodwork, Framemaking and Stained glass Windows, some women only classes.

MORLEY COLLEGE

61 Westminster Bridge Road. London. SE1 7HT

Tel: 020 7928 8501

www.morleycollege.ac.uk

One day Saturday courses on setting up in business. Concessionary fees available.

NEWHAM COLLEGE OF FURTHER EDUCATION

Stratford Campus, Welfare Road, London, E15 4HT

Tel: 020 8257 4000

www.newham.ac.uk

Offer a variety of engineering and construction courses including Autocad, Heating & Ventilation and Plumbing, general engineering, Welding and Motor Vehicle Craft.

OPEN LEARNING COLLEGE INTERNATIONAL

Tel: 0800 058 2848 or 0207 430 8447

www.olciplumbing.info

OLCI Plumbing offers distance or open learning courses as part of the Open Learning Centre International.

Please see website for information about costs, and work experience needed. OLCI has training centres where students can get practical experience.

SOUTH BANK UNIVERSITY

Faculty of the Built Environment. London South Bank University, 103 Borough Road, London SE1 0AA.

Tel: 0207 815 7815

www.sbu.ac.uk

Courses in construction, construction management, architectural and electrical engineering.

SOUTHGATE COLLEGE

High Street, London. N14 6BS

Tel 020 8982 5050

www.southgate.ac.uk

Part time courses in Building construction, electrical installations and DIY plumbing.

Also courses in construction and Motor Vehicle Studies.

SOUTH THAMES COLLEGE

Wandsworth High Street, London. SW18 2PP

Tel: 0208 918 7777

www.south-thames.ac.uk

Plumbing, carpentry, brickwork, Painting and decorating, electrical installation, engineering and motor vehicle studies.



Photo supplied by John Laing Training

SPECIALIST TRADE ORGANISATIONS

BRITISH INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS (BIAT)

397 City Road. London, EC1V 1NH

Tel: 0207 278 2206

www.biat.org.uk

Professional Institute representing over 6,500 people working and studying in the field of architectural technology in the UK and overseas. BIAT coordinate a National listing of approved colleges and Universities for degree and HNC/HND courses.

BUILDING LONDON CREATING FUTURES

Chiltern House, Portland Street, London, SE17 2ES

Tel: 020 7525 5518

Workplace Co-ordinators based in 6 locations across London assist local people to get work and training in careers in the construction industry. Building London Creating Futures (BLCF) can help with funds for tools and training.

ELECTRICAL CONTRACTOR 'S ASSOCIATION

34 Palace Court, London, W2 4HY

Tel: 020 7313 4800

www.eca.co.uk

Website includes a careers section and links to the ECA Education and Training department.

ELECTRICAL TRAINING ORGANISATION

185 Park Street, Bankside, London, SE19 9DY

Tel: 020 7922 1630

www.eta.org.uk

Recognised by the Department for Education and Skills, the Qualifications Curriculum Authority and the electricity sector as representing the UK electricity industry. Offer a free training news bulletin service and a range of distant learning courses.

THE FEDERATION OF PLASTERING AND DRY WALL CONSTRUCTORS

1st Floor 8/9 Ludgate Square London EC4M 7AS

Tel: 0207 634 9480

www.fpdc.org

The independent professional voice of the industry committed to raising quality and performance standards, for the benefit of its members, the construction industry and its clients.

FT2 FILM AND TELEVISION FREELANCE TRAINING

www.ft2.org.uk

The FT2 Set Crafts Apprenticeship is a formal, two year programme of training in the industry for young people who are seeking to establish themselves as freelances in set construction. They offer carpentry and joinery, set painting and decorating fibrous plastering training.

INSTITUTE OF CARPENTERS

Central Office, 35 Hayworth Road, Sandiacre, Nottingham, NG10 5LL

Tel: 0115 949 0641

www.carpenters-institute.org

Founded in 1890, the Institute continues to assist its membership with training and advice.

INSTITUTE OF ELECTRICAL ENGINEERS.

Tel: 020 7240 1871

www.iee.org

The Institute of Electrical Engineers (IEE) offer a variety of short courses. Dates available on website.

INSTITUTE OF PLUMBING AND HEATING ENGINEERS

64 Station Lane, Hornchurch, Essex, RM12 6NB

Tel: 01708 472791

www.iphe.org.uk

Comprehensive site with information on training and career FAQs as well as other general information on becoming a plumber or heating engineer.

JTL

Freephone: 0800 0852308

www.jtlimited.co.uk

Website currently under development. Offer advanced modern apprenticeships in electrical installation, plumbing and heating and ventilation.

THE LEARNING ZONE

www.powerlearning.org.uk

Website of the Electricity industry's national e-induction course with links to further information and advice.

NATIONAL ELECTROTECHNICAL ORGANISATION

34 Palace Court, London, W2 4HY

www.net-works.org.uk

National training organisation for the electrotechnical industry. Site includes an info sheet ‘Becoming an Electrician’ . The training section of the site contains details of qualifications and of wider schemes that involve vocational qualifications.

NOTTING HILL HOUSING TRUST, CONSTRUCTION TRAINING INITIATIVE

Grove House, 27 Hammersmith Grove, London, W6 OJL

Tel: 020 8357 4679.

www.nottinghillonline.com

A scheme to recruit local people for training and employment within the construction industry. To join the scheme, trainees must be aged between 18 and 59 and have an interest in one of the following trades - bricklaying, carpentry and joinery, plumbing, electrics, painting and decorating or plastering.

THE ROYAL ACADEMY OF DRAMATIC ARTS (RADA) .

62-64 Gower Street, London, WC1E 6ED

www.rada.org

Tel: 020 7636 7076

The Royal Academy of Dramatic Arts runs courses in scenic art, scenic construction and stage electrics.

Short courses are also available.

SCOTTISH ELECTRICAL CHARITABLE TRAINING TRUST (SECTT)

Bush House, Bush Estate. Midlothian EH26 0SB

Tel: 0131 445 5659

www.sectt.org.uk

A non-profit making organisation that is concerned only with the training of apprentices within the SJIB Apprenticeship Scheme.

SUMMITSKILLS CAREER ADVICE LINE

www.summitskills.org.uk

Tel: 08000 688 336 (Open 8.00am – 10.00pm)

Careers advice and guidance service for the electrotechnical, heating, ventilating, air conditioning,

refrigeration and plumbing industries.

THE WOMEN ' S ENGINEERING SOCIETY

22 Old Queens St, London. SW1H 9HP

Tel: 0207 233 1974

www.wes.org.uk

UK based organisation with members working in the field of engineering and technology at all levels as well

as students on engineering and related courses.

WOMEN IN PLUMBING GROUP

Institute of Plumbing and Heating Engineers,
64 Station Lane. Hornchurch, Essex RM12 6NB

Tel: 01708 472791

www.plumbers.org.uk

The Institute of Plumbing Women in Plumbing Group is made up of women representing different areas of the plumbing industry. The group aims to raise awareness of career opportunities open to women in the industry and to encourage women to train as plumbers.