

JOB DESCRIPTION

Role title: Part 2 Architectural Assistants / Architects
Role advertised: Q1 2026

Place of work: 8 Royal Street, London, SE1 7LL
Hours of work: 40 hours per week, full-time
Contract type: Initial fixed-term (length TBC), starting ASAP
Reporting to: Director / Associate
Role salary guide: Dependent on experience and industry benchmarked

ABOUT FEILDEN FOWLES

Feilden Fowles is an award-winning architecture practice based in Waterloo, London, founded in 2009 by Fergus Feilden and Edmund Fowles. Our team of 25 deliver exceptional projects across a range of sectors spanning Education, Arts and Culture, Workplace and Heritage. We have a dynamic, energetic, and inclusive culture based in our unique, award winning studio and garden setting.

THE ROLE

Owing to an increase in workload and several exciting project opportunities on the horizon, we are looking for talented Part 2s and Architects to join our award-winning and growing team, to contribute towards a number of projects across the studio.

The ideal candidate must be comfortable working across a range of sectors and scales. Candidates should be able to demonstrate broad experience across all RIBA work stages, and evidence excellent design skills, attention to detail and creative problem solving. We are particularly looking for candidates with experience working in later stages for jobs and who display a technical capability and understanding. A demonstrable proficiency in Revit is also essential.

Key Responsibilities - include but are not limited to:

- Providing a positive contribution to projects and supporting project teams effectively on mixed scale projects, with the aim of achieving exemplary design
- Where appropriate, leading project teams on small to mid-sized projects, and acting as key point of contact for internal and external project related queries
- Producing technical detailing information, and working / drawing information packages for tender and construction, with the support of senior architects and associates
- Assisting with the coordination of information across consultant, client and construction teams
- Producing physical models, diagrams, sketches and visualisations using 2D & 3D CAD packages, and reports / documents using InDesign, with attention to detail

- Attending and assisting with the preparation for project and design team meetings, and actively engaging in internal project design reviews
- Attending and supporting with the preparation for client meetings, leading them where appropriate, and assisting to form strong client relationships
- Working closely with Directors and Associates to ensure that projects are run within agreed resources and timeframes
- Maintaining personal and professional development, keeping up to date with latest statutory regulations
- Ensuring project filing and other QMS systems are upheld
- Supporting bid submissions and the procurement of new work as required
- Supporting with the marketing and PR initiatives of the practice
- Contributing to the studio's identity, design ethos and low-tech philosophy
- Contributing positively to upkeeping a friendly and supportive working environment, promoting the practice values

Key Skills and Competencies:

- Confident and talented designer with excellent visualisation and presentation skills
- Strong organisational and time management skills
- Capacity for critical analysis of projects and decision making
- Strong 2D and 3D representation, and model making skills showing attention to detail
- Understanding of RIBA work stages and expected outputs at each stage
- Ability to produce detail drawings and construction information
- Experience of Stage 5 construction packages, attending site meetings and supporting teams with the delivery of projects
- Working knowledge of UK Building Regulations, planning requirements and industry standards
- Working knowledge of Adobe Creative Suite, in particular, Photoshop and InDesign
- Working knowledge of SketchUp, V-ray or Enscape would also be an advantage
- Revit experience is essential

Person Specification:

- Successful candidate must be a creative problem solver who is highly self-motivated
- Have excellent communication skills and enjoy working as part of an aligned, conscientious and highly collaborative team
- Embody the values of the studio, bringing a positive attitude and a proactive approach to supporting their team
- Eligible to work in the UK

There will be opportunities for this role to have continued growth and development through exposure to studio wide initiatives and knowledge sharing.

Benefits:

On top of a competitive salary, we offer staff a wide range of benefits:

A nine-day working fortnight policy, enhanced annual leave, enhanced pension and enhanced parental leave provision, paid professional memberships, training budget & opportunities and a cycle-to-work scheme. We also host regular team socials and seasonal team events, alongside an annual programme of CPDs and parties.

HOW TO APPLY

To apply for this role please send the following to recruitment@feildenfowles.co.uk -

- Digital CV and Portfolio (no larger than 5mb, hard copies will not be considered)
- A brief cover letter including details of your notice period, salary expectations and how you heard about this opportunity

Please include the position applied for in the email subject line.

Application timeline:

Application deadline: 22 March 2026. Applications will be continuously collected and reviewed while the advertisement remains open.

Selection process:

Following the advertisement period, candidates will be selected for a first-round interview with two Associates. Successful candidates will then be asked back for a second-round interview to meet the practice's Directors, before an offer is made. We may ask selected candidates to complete a questionnaire to demonstrate their experience, and we may consider third-round interviews, if required.

Equal opportunities:

Feilden Fowles are an equal opportunities employer. We particularly encourage applications from female, non-binary, LGBTIQ+, non-able bodied, Black, Asian, other Minority Ethnic groups or those candidates who continue to be underrepresented within the architectural profession.

We kindly request that upon submitting your application you consider completing our equal opportunities survey; this will be sent automatically on receipt of your application. All information provided is anonymous and used only for the purposes of helping assess and improve our policies, recruitment practices and outreach initiatives.