



RAW Workshop

JOB DESCRIPTION

Job Title: Furniture Workshop Manager

Reports to: Client & Production Manager

Hours of work: Monday to Friday, 08:00 - 16:00

Contract terms: Permanent

Salary: £32,000 - £35,000

About RAW

RAW is a dynamic and fast-growing social enterprise based in Oxford. We're disrupting markets by offering outstanding products and services with real social impact built-in as standard.

We're dedicated to creating high-quality contract and custom furniture while also delivering unparalleled positive social and environmental impact. We design, build, and manufacture brilliant furniture for corporate and hospitality industry clients and also offer training and employment opportunities for people facing barriers to work.

Who are we looking for? - Role Overview

We are looking for a highly motivated individual who wants to be part of an organisation that is proving that a new type of business can thrive in the market and be a powerful force for good.

Our **Furniture Workshop Manager** will lead our day-to-day workshop operations, ensuring efficient production, excellent quality, and a safe, inclusive working environment. This is an exciting opportunity for someone passionate about quality, sustainability, and social impact. This is a real chance to build a workshop that you are proud of and will continue to become bigger and better for years to come.

Main Duties and Responsibilities

Workshop Management

- Oversee day-to-day operations of the furniture workshop.
- Creating efficient team/production workflows in line with project timelines.
- Procurement of materials and liaison with our supply chain to ensure timely deliveries.
- Efficient allocation of people and equipment resources.
- Leading and maintaining our quality standards.
- Being proactive, working in a solution focused manner, identifying and highlighting any unforeseen delays in a timely manner to the Operations Team.
- Manage workshop equipment, ensuring high levels of safety, training & down-grading operational risks (e.g. machine downtime).
- Being a champion of workshop safety, ensuring workshop operations align with all UK Health & Safety regulations.

Team Leadership & Training

- Supervise, coach and mentor workshop staff and trainees.
- Foster a collaborative, inclusive, and supportive working environment that aligns with RAW's values.
- Conduct performance reviews and support staff development.
- Overseeing the delivery of RAW's training programme in the workshop, supporting our trainees for work readiness through skills development and mentoring. Tracking progress and providing feedback on training outcomes
- Looking for new ways to expand our social offering for adults in the workshop and refurbishment production lines

Development & Collaboration

- Working closely with the Design and Production manager, deploy and deliver increases in productivity and output.
- Identify improvements, efficiencies and development opportunities within the workshop.
- Collaborate and input on bespoke & new furniture designs to ensure manufacturing feasibility.
- Liaise with other managers and leaders across the business. This includes the manager of the refurbishment production line and the woodwork teacher.

All Members of our Crew need to:

Follow and adhere to all company policies and procedures.

Attend all mandatory training required to complete and maintain your role, ensuring you keep up-to-date with changes to specific laws and legislation that are relevant to your role.

Comply with all Health and Safety measures to keep visitors, volunteers, colleagues and yourself safe by conducting regular checks within all areas as required.

Represent the company in a professional and appropriate manner at all times by considering punctuality, personal appearance and boundaries, including equal opportunities.

Please note this list is not exhaustive and you will be required to complete tasks that ensure the needs of the business are met at all times.

This job description is subject to amendment following discussion with the post holder.

**RAW Workshop
Person Specification: Furniture Workshop Manager**

Requirements	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> - Knowledge of furniture production techniques, product assembly, woodworking machinery, and materials. 	<ul style="list-style-type: none"> - Knowledge of restoration, upcycling, or circular economy furniture practices.

	<ul style="list-style-type: none"> - Familiarity with health & safety standards relevant to manufacturing. 	
Experience	<ul style="list-style-type: none"> - Team leadership - Process management and planning - Experience in using power and woodworking tools. - Reporting/updating on schedules and outputs 	<ul style="list-style-type: none"> - Proven experience in managing furniture production or a similar manufacturing environment. - Experience delivering training or mentoring programs - CNC machine experience
Skills & Aptitudes	<ul style="list-style-type: none"> - Passionate about quality and social impact. - Excellent communication and interpersonal skills. - Highly organised, proactive, and solution focused. - Motivated to drive continuous improvement and innovation. - Willingness to be coached and learn new skills. 	<ul style="list-style-type: none"> - Commitment to sustainability. - Willingness to learn about other areas of the business to further support the overall mission of RAW
Personal Qualities	<ul style="list-style-type: none"> - Caring team player - Excellent time keeping - Forward thinking - Having great energy, passion and work ethic. 	<ul style="list-style-type: none"> - Resilience - Creativity - Ambition
Circumstances		

e.g. driving licence, Working times etc.	<ul style="list-style-type: none"> - To be able to complete a DBS check. - Driving licence & ability to drive 3.5 tonnes van. 	<ul style="list-style-type: none"> - The ability to work occasional overtime and weekend work.
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Benefits

- Opportunity to make a real social and environmental impact.
- Access to professional development and training.
- Collaborative and inclusive workplace culture.
- Being part of an ambitious team that is redefining social value supply chains and disrupting the UK furniture industry.
- Employee Pension Scheme
- 30 days annual leave (including bank holidays) + loyalty of services additional leave
- 15% employee discount
- Free parking