

General Overview

- ✓ Typical on-programme learning: 12 months
- ✓ EPA duration: 3 months
- ✓ Maximum funding: £4,500
- ✓ Level 3



A funeral director has overall responsibility for the client and the deceased by arranging, conducting and managing the funeral. The funeral director will act as a role model, mentor and coach to the team. They will liaise with a wide range of other organisations and services on behalf of the client to deliver the funeral. On the day of the funeral, a funeral director briefs and leads the team and is the central point of contact, coordination and escalation of feedback.

Creating and developing sensitive working relationships with clients and stakeholders such as suppliers, the police, coroners and medical personnel is a key part of the role. Funeral directors are the first point of contact for colleagues regarding specialist funeral services such as exhumation, bequeathal, repatriation, military funerals, burial at sea and multiple funerals.

Day to day operations include planning and coordinating arrangements and resources for funerals; overseeing pre-funeral checks; ensuring the funeral meets the needs of the client; assisting in the preparation and presentation of coffins and the deceased; delivering third party products and services; pre-need and aftercare services.

Funeral directors must act as an ambassador by upholding the reputation and professional image of the business and actively develop relationships within the local community. They will converse with local customs and practices (all denominations and faiths) and utilise market data to become the funeral director of choice in the area. Funeral directors will work out-of-hours on a rota basis and cover a variety of roles within the funeral sector both on and off site.

Entry Requirements

Level 2 Funeral team member (arranger or operative) or minimum 12 months industry experience.

On-Programme Competence Evaluation

The apprentice will complete on and off-the-job training, developing their knowledge, skills & behaviours as stipulated within the apprenticeship standard.

Gateway Requirements

The employer, supported by the training provider must confirm that the apprentice is ready for EPA, before the EPA process can begin.

The employer, supported by the training provider must sign a declaration to agree the apprentice has met the required criteria as set out in the Funeral Director standard.

As part of the SIAS EPA service, we will check that all gateway evidence has been met before we begin the process of EPA.

End Point Assessment (EPA)

The assessment plan defines the following methods of assessment for the Funeral Director standard.

1

On-Demand Test

- 30 multiple-choice scenario-based questions taken under exam conditions.
- Duration: 55 minutes.

2

Simulated Scenario

- 2 scenario activities | 20 minutes per scenario
- Scenario presented to End Point Assessor | 5 minutes per scenario.
- Follow up questions led by End Point Assessor | 5 minutes per scenario.
- Duration: 60 minutes.

3

Professional Discussion

- Structured discussion between the apprentice and the End Point Assessor.
- Duration: 75 minutes.



Assessment Marking & Grading

Results for each individual assessment method will be available within 15 working days from the assessment date.

The SIAS End Point Assessor, will combine the results of each individual assessment method and provide an overall assessment grade of Fail, Pass, or Distinction.



Apprenticeship Certification

Your apprentice will receive a Certificate of Apprenticeship on successful completion of all individual assessment methods.



Guidance & Support

SIAS provide a range of resources which offer EPA guidance and support for the apprentice, the employer, and the college/training provider.

We aim help employers and colleges/training providers to support the on-going competence evaluation of the apprentices' knowledge, skills, and behaviour to ensure that your apprentice is confident for their EPA. All of our resources are comprehensively mapped to this apprenticeship standard.