

Proposed Professional Recognition		FLORISTRY WORKFORCE SKILLS QUALIFICATIONS												
<p>American Institute of Floral Design Diploma; Diploma Society of Floristry (UK) Diploma; International Floral Design Diploma;</p>		To apply floral design and sound floristry skills that will enhance and progress the vision of Singapore's pre-eminent position as a 'City in a Garden'; provides ongoing support as an international hub of conference and event excellence; that attracts a skilled and professional workforce and supports a profitable industry of international standard.												
<p>MAY LEAD TO</p> <p>Diploma</p>	Industry Key Purpose:													
	Job Titles & Duties	WSQ DIPLOMA IN FLORISTRY MANAGEMENT (6 Core + 3 Elective Modules)												
	Floral Designer Floral Manager	S/no	Category	Core Modules (All)			Hours	S/no	Category	Elective Modules (Choose any 3 Modules) ⁴		Hours		
	Duties may include: Develop new designs; Operate shop as owner; Compete as floral designer; Provide Export services; Provide consultancy and other floral design services; Manage a studio; Train staff; Present to public; Manage a floristry catalogue	1	Marketing	FL-MK-401C-1	Develop a comprehensive floral design portfolio			40	7	Marketing	FL-MK-401E-1	Develop a complete florist shop or floral design studio image		24
		2	Design Skills	FL-DS-401C-1	Accomplish improved floral design skills and techniques			40	8		FL-MK-402E-1	Develop an in-house catalogue for product and services		24
		3		FL-DS-402C-1	Develop concept plans and preliminary documentation for floral designs and displays			24	9	LS* - Design Skills	LS-BE-401E-1	Develop interiorscapes and displays		24
		4		FL-DS-403C-1	Prepare detailed floral project design drawings and specifications			40	10		Training and Development	FL-TD-401E-1	Develop workshop programmes for industry and public presentations	
		5	Floral Services	FL-SV-401C-1	Manage implementation of floral design or display project			40	11	FL-TD-402E-1		Develop communication, presentation and performance skills		24
		6	ESS* - Workplace Safety	ES-JS-401G-1	Manage Workplace Safety and Health Policies and Procedures			24	12	RE* - Support Services	RE-SS-408E-0	Develop a business plan		30
	ESS* - Employability Skills Systems LS* - Landscape WSQ RE* - Retail WSQ ⁴ Maximum of 1 elective module from the Retail WSQ framework.							13	RE-SS-409E-0		Develop and implement an e-business strategy		30	
							14	RE* - Sales & Customer Services	RE-SCS-401E-0	Manage sales and service delivery		30		
										MINIMUM HOURS WITH 3 ELECTIVES		280		
DIPLOMA							TOTAL HOURS FOR 6 CORE UNITS			208	MAXIMUM HOURS WITH 3 ELECTIVES		286	
<p>Advanced Certificate</p>	Job Titles & Duties	WSQ ADVANCED CERTIFICATE IN FLORISTRY SUPERVISION (6 Core + 4 Elective Modules)												
	Floral Supervisor Senior Florist	S/no	Category	Core Modules (All)			Hours	S/no	Category	Elective Modules (Choose any 4 Modules) ³		Hours		
	Duties may include: Lead florists; Manage shop; Supervise business activities; Design and create arrangements; Supervise Staff; Coordinate merchandising; Business image, and Displays; Negotiate with clients and suppliers	1	Design Skills	FL-DS-301C-1	Apply design elements, principles and craftsmanship to floral designs			24	7	Floral Services	FL-SV-301E-1	Design and create venue décor for events and special occasions including weddings		32
		2	Floricultural Practices	FL-FP-301C-1	Supervise the quality of floristry products and services			24	8		Floral Design	FL-FD-301E-1	Design and create arrangements for the wedding group	
		3	Floral Design	FL-FD-301C-1	Design and create fresh flower bouquets			32	9	FL-FD-302E-1		Design and create condolences, memorial tributes and funeral arrangements		32
		4		FL-FD-302C-1	Design and create fresh flower arrangements using a base medium			32	10	FL-FD-303E-1		Design and create celebration and opening floral stands		24
		5	Support Services	FL-SS-301C-1	Cost and budget for a floral design or project			24	11	FL-FD-304E-1		Design and create gift and floral items using containers		24
		6	ESS* - Workplace Safety	ES-JS-301G-1	Maintain Workplace Safety and Health Policies and Procedures			24	12	FL-FD-305E-1	Design and create silk, dried and simulated flower arrangements		24	
	ESS* - Employability Skills Systems LS* - Landscape WSQ RE* - Retail WSQ ³ Maximum of 1 elective module from the Retail WSQ framework.							13	LS* - Design Skills	LS-BE-304E-1	Perform basic CAD and 2D drawings		24	
								14	RE* - Merchandising & Marketing	RE-MM-302E-0	Monitor visual merchandising presentation		20	
							15	RE* - Store Operations	RE-SS-303E-0	Recruit & select personnel		20		
							16		RE-SO-306E-0	Supervise warehouse management and operations		16		
							17	RE* - Sales & Customer Services	RE-SCS-302C-0	Build relationships with customers		20		
										MINIMUM HOURS WITH 4 ELECTIVES		248		
ADVANCED CERTIFICATE							TOTAL HOURS FOR 6 CORE UNITS			160	MAXIMUM HOURS WITH 4 ELECTIVES		280	



Higher Certificate

Job Titles & Duties		WSQ HIGHER CERTIFICATE IN FLORISTRY OPERATIONS (7 Core + 3 Elective Modules)										
Florist	S/no	Category	Core Modules (All)			Hours	S/no	Category	Elective Modules (Choose any 3 Modules) ²		Hours	
	1	Horticultural Science	FL-HS-201C-1	Identify flowers and plant material and their use in commercial floristry			24	8	Floristry Skills	FL-FS-201E-1	Prepare and arrange items for the wedding group	32
	2	Floricultural practices	FL-FP-201C-1	Monitor the quality of fresh flowers and plant material			16	9		FL-FS-202E-1	Prepare and arrange condolences, memorial tributes and funeral arrangements	32
	3	Design Skills	FL-DS-201C-1	Demonstrate the application of the elements and principles of design			24	10		FL-FS-203E-1	Prepare and arrange potted plants	16
	4	Floristry Skills	FL-FS-201C-1	Perform advanced wiring techniques			16	11		FL-FS-204E-1	Prepare and arrange silk, dried and simulated flower arrangements	16
	5		FL-FS-202C-1	Prepare and arrange fresh flower bouquets			24	12		FL-FS-205E-1	Prepare and arrange celebration and opening floral stands	16
	6		FL-FS-203C-1	Prepare fresh flower arrangements using a base medium			24	13		FL-FS-206E-1	Prepare and arrange gift and floral items using containers	16
	7	ESS* - Workplace Safety	ES-JS-101G-1	Comply with Workplace Safety and Health Policies and Procedures			16	14		Floral Services	FL-SV-201E-1	Prepare and arrange venue décor for events and special occasions including weddings
Duties may include : Floristry work; Assist the floral designer; Assist the owner; Prepares customised orders; Leads florist team; Supports business operations ESS* - Employability Skills Systems LS* - Landscape WSQ RE* - Retail WSQ ² Maximum of 1 elective module from the Retail WSQ framework.												
HIGHER CERTIFICATE		TOTAL HOURS FOR 7 CORE UNITS			144			MINIMUM HOURS WITH 3 ELECTIVES		192		
								MAXIMUM HOURS WITH 3 ELECTIVES		240		



Certificate

Job Titles & Duties		WSQ CERTIFICATE IN FLORISTRY OPERATIONS (8 Core + 2 Elective Modules)										
Florist Assistant	S/no	Category	Core Modules (All)			Hours	S/no	Category	Elective Modules (Choose any 2 Modules) ¹		Hours	
	1	Horticultural Science	FL-HS-101C-1	Recognise and select flowers and plant materials for use in commercial floristry			24	9	Floristry Skills	FL-FS-101E-1	Assemble fresh flowers using floral foam	24
	2	Floricultural Practices	FL-FP-101C-1	Care and store fresh flowers and plant material			24	10		FL-FS-102E-1	Pack and dress hampers	24
	3	Design Skills	FL-DS-101C-1	Recognise the elements and principles of design as applied to floral artistry			24	11	Support Services	FL-SS-101E-1	Support the floristry workplace	16
	4	Floristry Skills	FL-FS-101C-1	Use and maintain tools, equipment, floral hardware and work areas			16	12	LS* - Horticultural Mgt Practice	LS-HM-101E-1	Maintain interiorscapes and displays	24
	5		FL-FS-102C-1	Dress floral product with bows, wrappings and other decorative accessories			16	13	RE* - Sales & Customer Services	RE-SCS-108E-0	Perform delivery operations	16
	6		FL-FS-103C-1	Perform basic wiring techniques			16	14		RE-SCS-104C-1	Perform point of sale operations	24
	7		FL-FS-104C-1	Assemble fresh flower bouquets			24	15	SVCF* - Customer Service	SVCF-CS-101C-1	Provide Go-the-Extra-Mile Services	16
8	ESS* - Workplace Safety	ES-JS-101G-1	Comply with Workplace Safety and Health Policies and Procedures			16	16	RE* - Store Operations	RE-SO-109E-0	Perform warehouse operations	16	
Duties may include: Support and assist florist; Receive, sort and unpack flowers; Receive orders; Despatch orders; Care and prepare flowers; Perform basic floristry skills; Prepare basic flower and hamper arrangements; Assist customers with simple ESS* - Employability Skills Systems LS* - Landscape WSQ RE* - Retail WSQ SVCF* - Service Excellence Competency Framework ¹ Maximum of 1 elective module from the Retail WSQ or Service Excellence Competency Framework.												
CERTIFICATE		TOTAL HOURS FOR 8 CORE UNITS			160			MINIMUM HOURS WITH 2 ELECTIVES		192		
								MAXIMUM HOURS WITH 2 ELECTIVES		208		

		Employability Skills WSQ (ES WSQ) Numeracy and Literacy competencies are available for those participants requiring support, if required .									
Competency Categories:	Design Skills (DS)	Application and mastery of artistic skills and design elements and principles, drawing, sketching and artistic presentation skills; development of concepts and plans, interpreting briefs, preparing documentation of designs									
	Floral Design (FD)	Advanced application of techniques and floristry design used in the creation of advanced floral arrangements									
	Floral Services (SV)	Provision of floral industry services for venues, occasions, celebrations, implementing projects, displays, bump in and bump out procedures									
	Floricultural Practices (FP)	The underpinning knowledge and skills required to care for and use floral and plant material, including the growth requirements of plant material									
	Floristry Skills (FS)	Basic skills which underpin the practices of floristry and include tools, sundries accessories, wires, foams and other based mediums, bow making, wrapping, use of dressings and accessories, packing and the base floral arrangements									
	Horticultural Management Practices (HM)	The application of horticultural practices to support the installation and maintenance of plant material in displays, may include all hard landscape materials to support gardens, water features and plant displays									
	Horticultural Science (HS)	The application of basic horticultural knowledge in the recognition, selection and storage requirements to ensure and maintain quality stock for use within the organisation									
	Marketing (MK)	To establish a program to promote the organisation, its services and products to the market									
	Support Services (SS)	The procedures required to successfully manage a florist business, provide supervisory skills or support operations within a florist workplace.									
	Training & Development (TD)	To support the training and development practices within the workplace									
	Workplace Safety (WSP)	To support the application of safe and healthy work practices within the workplace									