



**New footwear designer qualifications for sustainable products that comply with the emerging
demands of circular economy**



2021-1-TR01-KA220-VET-28186

**RESULT 2. A new framework for career guidelines and paths for
sustainable footwear design**





DISCLAIMER

This project has been funded by the Erasmus+ Programme of the European Union.

The information and views set out in this publication are those of the author(s) and do not necessarily reflect the official opinion of the European Union. Neither the European Union institutions and bodies nor any person acting on their behalf may be held responsible for the use which may be made of the information contained therein.

All rights are reserved. Reproduction is authorized, except for commercial purposes, provided the source is acknowledged. Copyright©

SHOEDES Consortium, 2022-2024



TABLE OF CONTENTS

| | |
|--|----|
| DISCLAIMER | 2 |
| TABLE OF CONTENTS | 3 |
| 1. A NEW FRAMEWORK FOR CAREER GUIDELINES AND PATHS FOR SUSTAINABLE FOOTWEAR DESIGN | 4 |
| Introduction | 4 |
| 1.1. The Position | 4 |
| 1.2. Main duties and responsibilities of the Position | 5 |
| 1.3. Work setting and review | 7 |
| 1.4. Individual responsibilities | 7 |
| 1.5. Job description agreement | 8 |
| 2. NEW FOOTWEAR DESIGNER QUALIFICATIONS IDENTIFICATION FRAMEWORK | 9 |
| 3. CONCLUSION | 11 |



1. A NEW FRAMEWORK FOR CAREER GUIDELINES AND PATHS FOR SUSTAINABLE FOOTWEAR DESIGN

Introduction

This document details the career framework, together with associated competency-based job descriptions for roles at Skills for Design Levels 4-7 and core competences. The Calderdale Framework (CF- www.calderdaleframework.com), which is developed for healthcare industry in UK is used in this document and amended to footwear design process in respect to sustainability and circular economy. This development ensures that the career framework and roles are applicable to the delivery of the services and meet the needs of sustainable footwear designing.

With the Career Framework, we identify the key roles for registered and non-registered staff. The key tasks, education and training requirements are listed, as are standardised job descriptions, person specifications and core competences for Levels 4-7.

1.1. The New Footwear Designer

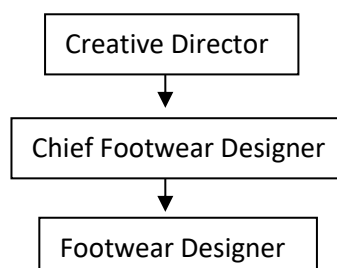
1.1.1 Position Description:

Footwear Designers (FD) (level 4-7) have a critical awareness of knowledge issues in the field and at the interface of different fields. They are innovative and have responsibility for developing and changing practice and/or services in a complex and unpredictable environment. It is a level of practice characterised by a high level of autonomy and complex decision making. This is underpinned by a Master's level award or equivalent that encompasses the four pillars of practice, management and leadership, education and research, with demonstration of core and area specific design competence through practice.

A FD embodies the ability to manage complete design in partnership with other professionals in footwear. This ability includes the analysis and synthesis of complex problems across a range of settings, enabling innovative solutions to enhance design experience in sustainability and circular economy and improve outcomes.

As a FD you will work as an advanced, autonomous designer using high levels of decision-making skills. Your primary focus will be the provision of excellent design, encompassing the skills of communication and remote assessment and/or face to face contact, examination, material and fashion research and the development and delivery of efficient design. This role works within the parameters under the scope of sustainability and circular economy. You will be part of the footwear production lead team.

1.1.2 Organisational chart (Proposed diagrammatic form to whom the position is responsible to and any positions which are responsible to the position holder)





1.1.3 Key working relationships (The range of individuals and organisations the position holder has contact with, how regularly and for what purpose)

All members of the multi-professional teams within production base and across relevant services and partner organisations.

To include:

- Top management
- Customers
- Business intelligence
- Production responsible/manager
- Administration
- Support services e.g., purchasing staff and logistics

1.2. Main duties and responsibilities of the position

As part of a multi-professional team, the position holder will practice autonomously, whilst being accountable and self-directed in line with the relevant code of professional conduct.

1.2.1 Design

Under the context of UN Sustainability Development Goals and principles of circular economy;

- Investigate and diagnose customer needs/likes/dislikes in the market and consumers behaviour in the circular economy
- Design footwear products for circular economy
- Develop footwear and leather goods marketing plans
- Use sustainable resources and materials
- Reduce environmental impact of footwear manufacturing
- Develop footwear collection with sustainable materials within circular economy perspective
- Perform market research in footwear with regard to sustainability and circular economy
- Understand the consumer's requirements for comfort and sustainability
- Select materials based on comfort and sustainability criteria
- Monitor the compliance with sustainability requirements
- Analyse, create and/or organise 2D/3D footwear digital models
- Elaborate outstanding functional footwear designs
- Develop design specifications and tech pack
- Coordinate the Product Lifecycle Management (PLM) process
- Interconnect the footwear product engineering systems
- Set the footwear product strategy towards sustainability and comfort
- Apply Eco-design strategies and the concept of Circular Economy (separation of components after the life cycle, recycling, etc.)
- Understand footwear manufacturing technical aspects
- Undertake responsibilities in R&D&I projects
- Capable of resources mobilisation and preparation of procurements



1.2.2 Management and leadership

- Provide leadership in your area of responsibility by directing, leading and motivating staff to ensure a high standard of professionalism, efficiency and effectiveness in design service, ensuring activity is aligned to organisation priorities. Promoting and influencing others to incorporate value-based design into practice.
- Develop and maintain your professional networks. Actively seek opportunities to promote, publicise and disseminate the role and integrated working. Taking part in local and national professional and multidisciplinary events and through presentations, workshops, formal teaching, conferences, networking and if appropriate publications as required.
- Develop and maintain productive relationships with colleagues. Building and maintaining good and strong influential relationships with colleagues, staff internal and external stakeholders.
- Monitor your own work practices and manage and organise your own time and activities, including being financially responsible for ensuing use of equipment, ordering research and developing sustainable models, etc. are cost effective; acting within legislation, policies and procedures relating to information governance.
- Ensure compliance with legal, regulatory, ethical, and social requirements. Understand and act within the organisation's governance framework including incident reporting, raising of concerns, poor performance and responding to customer feedback. Work within organisation's guidelines to manage, review and identify learning from customer complaints, including near miss events. To effectively manage complaints and concerns from inner/outer customers of the organisation.
- Promote, monitor and maintain health, safety and security by continually assessing and monitoring risk in own and others practice and challenge others about risk factors.
- Promote the rights and diversity of individuals including promoting culture which values and respects the diversity of all individuals and their capacity to exercise their rights in the work setting.

1.2.3 Research and quality

- Improve quality of design through audit and evaluation by participating in audit, data collection and activity monitoring to improve performance and inform future design developments. This will involve the use of and/or developing and writing operational policies and procedures in collaboration with the wider footwear team.
- Assist in research work taking an active role in relevant research projects within then policy framework of the organisation.
- Synthesise new knowledge into the development of own practice demonstrating evidence-based design and acting consistently with quality standards, guidelines and protocols within own and associated areas. You will take a lead role in the provision of a design specialism within the unscheduled working environment.
- Identify and evaluate opportunities for innovation and improvement by contributing to the development of multidisciplinary and multifunctional partnership working with internal departments and external design and other stakeholders.

1.2.4 Professionalism and Education

- Act within the limits of your own competence and authority. Ensure escalation to Design Lead when further input required. Be aware of health and safety aspects of the work, ensuring health and safety policies and procedures are applied within own practice, including the prompt recording and reporting of accidents, incidents and near misses.
- Engage people in change by supporting others effectively during times of change and working with others to overcome problems and tensions and ensure that workload is managed effectively.
- Uphold the rights of individuals by challenging behaviour and practice which serves to undermine the rights of others and to take actions where necessary to address and discrimination and poor practice. To recognise



and promote the importance of people's rights and interpret them in a way that is consistent with procedures and policies and legislation.

- Develop your own knowledge and practice by taking responsibility for own learning and performance, including maintaining and advancing design knowledge. This will involve actively seeking and participating in peer review of own practice, learning from examples of case management to improve design capacity and customer experience, participating in mandatory training and attendance on identified education programmes and skill training which underpins the ongoing development of the role.
- Make use of supervision. Prepare for and take an active part in the Appraisal/Revalidation/Supervision and preceptorship process. This will involve maintaining a portfolio which will include evidence to demonstrate the impact of the role. This will involve colleagues from other professional backgrounds and disciplines.
- Support and challenge workers on specific aspects of their practice, thereby contributing to the support and development of others through working in collaboration with the team to plan and deliver interventions to meet the learning and development needs of the wider team and in particular junior colleagues and students across all professional groups. This will involve providing supervision, coaching, mentoring and assessment as required, within a multidisciplinary setting.

1.3. Work setting and review

(Who is responsible for setting and reviewing the work, the extent to which the position holder works unsupervised, and the extent to which they are free to act without direct reference to a more senior person)

- To work as an autonomous designer in line with their professional code of conduct and scope of practice. Be aware of own limitations and seek advice and guidance as necessary from colleagues.
- The position holder will be directly supervised for those footwear design activities which are not within area of competence until such time as competence is met. Supervision will be from a competent practitioner working to at least the same level as the position holder.

1.4. Individual responsibilities

- The position holder is expected to adhere to organisational policies and procedures and relevant legislation including the requirements of any professional bodies and to attend mandatory training as identified by the organisation. Particular attention is drawn to the following requirements:
- **CONFIDENTIALITY:** The position holder must maintain the confidentiality of information about customers, staff and trust business in accordance with the Data Protection Acts. You should familiarise yourself with the organisation's confidentiality and data protection policies.
- **SAFEGUARDING:** Individuals have a duty of care to those who come into contact with whilst at work to safeguard and promote their welfare and to work to prevent, recognise, respond, appropriately refer and record potential neglect or abuse, adhering to the organisation's Safeguarding and Prevent policies.
- **HEALTH AND SAFETY:** All Managers have a general accountability for ensuring, so far as is reasonably practicable, the health, safety and welfare of the employees under their direction at work.

All employees are required to:

- take reasonable design activity for their own acts or omissions and the effect that these may have upon the safety of themselves or any other person.
- use safety equipment/clothing in a proper manner and for the purpose intended.



- note that any employee who intentionally or recklessly misuses anything supplied in the interests of health and safety will be subject to disciplinary procedures.
- work in accordance with any health and safety procedures, instructions or training that has been given.
- not undertake any task for which they have not been authorised and for which they are not adequately trained.
- bring to the attention of a responsible person any perceived shortcoming in our safety arrangements or any defects in work equipment.
- note that all employees are under a duty to familiarise themselves with the Risk Management, Fire, and Health & Safety Policies.
- undertake mandatory training in accordance with legal requirements (fire and governance training is required annually and health and safety training is a single event).

CORPORATE GOVERNANCE ARRANGEMENTS

- You will be expected to familiarise yourself with the Organisation's Governance Strategy which outlines the Management and Committee Structures and Procedures for the Governance of the Organisation's activities.

RISK MANAGEMENT

- Ensure that you implement systems and procedures at local level to fulfil the requirements of the Organisation's Risk Management Strategy including local management and resolution of complaints and concerns, management of Untoward Incidents / Near Misses, and compliance with the Risk Profiling Programme.

SMOKING

- All footwear design premises are considered as non-smoking zones, other than specific externally designated smoking areas. There will be a strict no-smoking policy within organisation's premises.

EQUALITY AND DIVERSITY

- All staff have a role to play in supporting and championing equality and ensuring that our workplace are free from discrimination. All staff must ensure that they have the skills, knowledge and competences outlined within the competency framework to ensure that their practice and their service they provide meets the needs of all individuals with protected characteristics, where appropriate taking account of cultural or language needs, respecting difference and taking action to reduce inequalities. All employees must be aware of their obligations and to abide by the spirit and nature of these requirements to avoid direct and indirect discrimination.

1.5. Job description agreement

- Position holder's signature
- Date
- Line Manager's signature
- Date



2. NEW FOOTWEAR DESIGNER QUALIFICATIONS IDENTIFICATION FRAMEWORK

In the European Qualifications Framework learning outcomes inform what a learner knows, understands and is able to do after completion the learning process. Therefore, in the European Qualifications Framework effects of learning are particularly important. Learning outcomes are listed in three categories:

- **Knowledge:**

Knowledge means the outcome of the assimilation of information through learning. Knowledge is the body of facts, principles, theories and practices that is related to a field of work or study. In the context of the European Qualifications Framework, knowledge is described as theoretical and/or factual.

- **Skill:**

Skill means the ability to apply knowledge and use know-how to complete tasks and solve problems. In the context of the European Qualifications Framework, skills are described as cognitive (involving the use of logical, intuitive and creative thinking) or practical (involving manual dexterity and the use of methods, materials, tools and instruments).

- **Competence:**

Competence means the proven ability to use knowledge, skills and personal, social and/or methodological abilities, in work or study situations and in professional and personal development. In the context of the European Qualifications Framework, competence is described in terms of responsibility and autonomy. Principles underpinning the European Qualifications Framework are widely recognized by the countries of the Community.

Under this perspective, the Qualification Identification Framework for Footwear Designers qualified for the development of sustainable and circular products is given below:

| Requirements | Essential | How identified |
|----------------|--|---|
| Qualifications | Trained in the relevant design departments or relevant level 4-7 qualification and willing to undertake training in an appropriate sustainability and circular economy. Educated in footwear design, sustainability and circular economy. Possesses a fundamental level of Design, Engineering, ICT and soft skills. | Application Form Copies of Qualification Certificates Interview/test |
| Experience | Previous experience working within sustainable design process as a footwear designer | Application Form Interview References Social Security registries |
| Training | Willing and able to undertake higher education to support the role (upskilling to levels 6-7). Willing and able to participate in competency work-based training programme. Willing and able to undertake lifelong learning. | Application Form Interview Certificates of training Diploma |



| | | |
|---------------------------------|--|-------------------------------------|
| Practical / intellectual skills | <p>Ability to use own initiative as appropriate.</p> <p>Ability to stay calm in the event of the unexpected and under pressure.</p> <p>Ability to communicate with a variety of different people and build reports.</p> <p>Ability to follow written and verbal instructions.</p> <p>Ability to switch between activities required by the designing process.</p> <p>Ability to work to strict deadlines with accuracy.</p> <p>Ability to undertake soft skills training or business administrative training or both, initially and/or as an ongoing requirement for the position to meet requirements.</p> | Application Form Interview |
| Health | <p>Able to fulfil the health requirements of the position as identified in the Job Description, taking into account any reasonable adjustments recommended by Occupational Health.</p> | Medical Report HSSE Certificates |
| General | <p>Must be eligible to work in the EU.</p> <p>Demonstrate ability to work in a team.</p> <p>Able to use initiative and be aware of limitations.</p> <p>Ability to deal sensitively with distressing, emotional situations.</p> <p>Ability to relate to others and adapt approach accordingly.</p> <p>Able to work unsocial hours, including 24/7 shift work and bank holidays.</p> | Application Form Interview |



3. CONCLUSION

The ambition of the project is to create and deliver a common reference for career framework for a **New Footwear Designer** qualified with the principles of sustainability and circularity, and also be able to accommodate qualifications acquired through (the validation of) formal and informal learning according to the wide-spread European Qualification Framework (EQF). Such a common framework is to facilitate transparency and comparability of qualifications, improve mutual trust among qualifications stakeholders and could also serve as a reference point for sector organizations issuing qualifications.

The EQF is based on the traditional (formal) education in the partnering countries and relate different countries' national qualifications systems and frameworks together around a common European reference.

The developed Career Framework for **career guidelines and paths for sustainable footwear design complying with the emerging demands of circular economy** in terms of knowledge, skills and competences is based on learning outcomes as statements of what the learner knows, understands and is able to do after completion of the learning process. The knowledge, skills and competences referred to provide links to the next levels and could be enlarged and upgraded.

The developed Career Framework will contribute to the professional and personal (self) improvement of **New footwear designers qualified for the development of sustainable products that comply with the emerging demands of circular economy**.

Ultimately, the framework developed within the project aims to contribute to wider lifelong learning goals and increase the learning and labour mobility, employability and social integration of the work forces.