

SKILLS PROGRAMME DOCUMENT							
Skills Programme Title		Handicraft Footwear Maker					
NQF Level	1	Credits	47	Duration in days	59 Days		
Skills Programme ID Number		SP-210405					
Skills Programme Status	Approved			Start Date	End Date		
				16/04/2021	16/04/2026		
Last date for enrolment		16/04/2027	Last date for achievement		16/04/2030		

SKILLS PROGRAMME DETAILS

Title	Handicraft Footwear Maker
Sub Title	Footwear-Handicraft Footwear Maker
NQF Level	1
Duration	59 days
Credits	47
Quality Assuring Body	Quality Council for Trades and Occupations (QCTO)
Skills Rationale	<p>The Handicraft Footwear Maker Skills Program has been identified to address the training needs of the unemployed and vulnerable groups, non-levy paying cooperatives, NGOs and community structures through strategic partnerships and innovation in project delivery. The abovementioned groups will be typical sources of learners.</p> <p>Handicraft workers in South Africa are characterised by persons who have few opportunities to enter into formal learning and an associated career path due to poor educational standards and marketable skills. Therefore, this skills program promotes careers for persons with an interest in handmade footwear products and provides an opportunity to achieve a recognised skills program that will enhance employment opportunities available for SMMEs. The skills program also supports national initiatives to promote cooperatives and small business development and opportunities in handmade footwear products in all towns, cities, tourist venues and export opportunities. Currently, there are no registered handicraft skills programs hence this skills program was identified and developed.</p> <p>This skills program is targeted at unemployed groups, equipping them with the minimum basic skills to earn an income and secure a livelihood through making handcrafted footwear. These basic and minimum skills and craft, therefore the skills program, can be achieved within 470 hours as this skills program focuses on the creative craft skills. This will enable learners to earn a livelihood as self-employed or to be absorbed in handicraft hubs that will provide support with design and sourcing markets in the shortest possible time.</p> <p>It will also contribute significantly to the building of rural development and, most importantly, job creation. The final footwear and</p>

	<p>accessories could also serve to boost exports as part of the Arts and Craft trade. The Southern African Footwear & Leather Industries Association (SAFLIA) and the Leathercraft South Africa Forum was consulted during the development process.</p> <p>This is a short skills program, targeted at informal manufacturing and marketing activities. It aims for the learners to achieve the necessary skills and knowledge to earn an income as entrepreneurs within a short time span.</p> <p>Qualifying learners will have acquired a range of competencies to select materials to construct footwear using hand techniques. The learners will have a thorough understanding to interpret patterns, lay, cut and mark uppers and insoles and select insole components for footwear and will be able to assemble, finish and decorate handcrafted footwear.</p>	
<p>Related registered skills programme/s</p>	<p>National Certificate: Craft Production, NQF Level 2,</p>	
<p>Purpose</p>	<p>The purpose of this skills program is to prepare a learner to operate as a Handicraft Footwear Maker.</p> <p>A Handicraft Footwear Makers use basic patterns and apply traditional shoemaking techniques to hand craft footwear from leather or synthetic materials.</p> <p>A qualified learner will be able to:</p> <ul style="list-style-type: none"> • Select materials (patterns, leather, fabric and decorations) to construct footwear; • Lay, cut and mark upper (including lining if applicable) and insoles and select sole components for footwear; • Assemble and last footwear upper and bottom stock components using hand techniques; • Finish, decorate and cost handcrafted footwear. 	
<p>Content</p>	<p><u>Knowledge Modules</u></p> <ol style="list-style-type: none"> 1. Footwear Styles, Raw Material and Construction 2. Cutting and Marking of Footwear Components 3. Footwear Assembling and Lasting 	<p><u>Practical Skills Modules</u></p> <ol style="list-style-type: none"> 1. Select Materials and Prepare for Hand Crafting of Footwear 2. Lay out Footwear Pattern, cut and mark Leather and Fabric Components for Handcrafted Footwear

	4. Decorating and Costing of handcrafted Footwear 5. Personal and Business Finances, Ethics and Time Management for the Self-employed	3. Stitch upper Footwear Components, marry and attach Footwear uppers to bottoms 4. Finish, Decorate and Cost handcrafted footwear 5. Manage Basic Personal and Self-Employed Business Finances
Minimum entry requirements	Open entry subject to ability to read and communicate.	
Exit Level Outcomes	<p>Exit Level Outcome 1</p> <p>Prepare for activities to make handcrafted footwear</p> <p>Exit Level Outcome 2</p> <p>Lay pattern components, cut and mark components for footwear uppers and bottom stock</p> <p>Exit Level Outcome 3</p> <p>Assemble and last upper and bottom stock components for footwear</p> <p>Exit Level Outcome 4</p> <p>Finish and decorate the handcrafted footwear to enhance appearance</p>	
Assessment	<p><u>Continuous Assessment</u></p> <p>This type of assessment requires a practical demonstration by the learner to assess applied competence and successful completion of learning in the skills programme.</p> <p>It includes both work integrated learning assessment and summative assessment.</p> <ul style="list-style-type: none"> • Correct materials and tools and lasts are selected according to the shoe specification • Shoe design with specifications is selected together with the correct materials and tools • Generate a concept for the type of shoe selected through sketches 	

	<ul style="list-style-type: none"> • Select the correct lasts and size to construct the pattern • Cover the last in masking tape and draw pattern on masking tape • Trace and cut pattern on cardboard according to own design adding seam allowance and label pattern pieces • Layout of pattern on leather and trace pattern • Sew pattern pieces together using saddle stitching • Attach outer fabric to the inner fabric (where applicable) • Add eyelids and lace to shoe upper • Select bottom stock • Cut and shape inner sole • Pair down insole to bottom of last • Prepare to sew shoe upper to the sole • Cut off excess material • Glue extra material for sole • Finishing technique to sole • Fix the sole to the upper • Apply finishing technique <p><u>Oral Assessment</u></p> <p>Preparation, assemble and finishing activities, including the use of materials and tools are explained.</p> <ul style="list-style-type: none"> • Materials used for shoes in making a shoe are described • Tools used in making a shoe are explained • Various types of shoes are explained • Steps in covering the last in masking tape and draw of pattern are outlined • The process of tracing and cutting patterns are explained • The technique of sewing pattern pieces together is explained • Attachment of the outer fabric to the inner fabric are explained • Adding of eyelets and laces to the upper are described • The purpose of the inner sole and outsole are explained • Attachment of uppers to inner sole are explained • Attachment of the uppers to outer sole are explained • Finishing techniques of shoe are explained <p>a) Supervised Assessment</p> <p>The following practical tasks are demonstrated for correct application:</p>
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	<ul style="list-style-type: none"> • Prepare for activities to make handcrafted footwear • Lay pattern components, cut and mark components for footwear uppers and bottom stock • Assemble and last upper and bottom stock components for footwear • Finish and decorate the handcrafted footwear to enhance appearance <p><u>Written Test</u></p> <ul style="list-style-type: none"> • Draw up personal budget • Prepare a business plan • Costing of three different footwear products • Application of ethics in the work place • Management of time in the workplace
<p>Work Opportunities/further learning</p>	<p>Non-levy paying cooperatives, NGOs, community and religious structures through strategic partnerships and innovative project delivery.</p> <p>The skills programme also supports national initiatives to promote cooperatives and small business development and opportunities in handmade footwear products in all towns, cities, tourist venues and export opportunities.</p>
<p>Skills Development Provider Accreditation Requirements</p>	<p>a) <i>Human Resource Requirements:</i></p> <ul style="list-style-type: none"> • Maximum ratio of lecturers to learners: 1:20 • Two years' experience in facilitating Handicraft Footwear Making. • Qualified assessors/examiners with NQF 4 Assessor unit standards qualification and an experienced Handicraft Footwear Making expert. <p>b) <i>Physical Resource Requirements</i></p> <ul style="list-style-type: none"> • A work site with tools, equipment, consumables, material, patterns and decorations. • Must issue each learner with: <ul style="list-style-type: none"> ○ Materials (Leather/fabrics, lasts, eyelets, thread, shoelaces, masking tape, superglue and paper) for articles specified in the practical skills modules ○ Minimum of 2 instructions per article specified in the practical skills modules

	<ul style="list-style-type: none"> ○ Tools and equipment (scissors, retractable utility knife, eyelet puncher, marker, pliers, needles, awl and cutting mat). • Learning material including learner resource guide for knowledge and practical modules. • Accredited training facilities • Internet and email facilities • Training / facilitation resources • An approved learner induction programme <p>c) <i>Legal Requirements:</i></p> <ul style="list-style-type: none"> • Valid OHS clearance certificate issued by an accredited independent OHS practitioner or company. • A current and valid SARS Tax Clearance Certificate • Compliance with OHS Legislation and Regulations • Compliance with Skills Development Act and Regulations <p>d) <i>Safety Requirements</i></p> <ul style="list-style-type: none"> • PPE Protective Clothing and Equipment • Compliance with risk adjustment policies including COVID-19 Protocols
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