

The Euro-Aspire Validation Programme:

ACHIEVING VALIDATION AS

CREATIVE ENTREPRENEUR ADVISER LEVEL 7 (PROFICIENT)

CREATIVE ENTREPRENEUR ADVISER LEVEL 7 (PROFICIENT) is aimed at Creative and Cultural Entrepreneurs, Cultural and Social Enterprise Development Workers and Creative Business Advisers in the Cultural and Creative Industries with at least 7 years' experience in their field. This will have been gained through employment, freelance-work or volunteering. A maximum of 2 years from the 7-year period required may be gained in any formal or non-formal educational context, studying in an appropriate or related field, but only if this involved significant practical experience in Creative Entrepreneur Practice (e.g. more than 60% of contact time) and if you're the relevant transcripts can be submitted with full details.

Those who wish to be considered for recognition and validation as a Proficient Creative Entrepreneur Adviser will need to demonstrate that they can currently meet the 5 Euro-Aspire criteria bench-marked to the European Qualifications Framework (EQF) Level 7.

If you wish to be considered for this validation, there are 5 questions you need to answer that relate directly to each of these criteria, respectively.

These are as follows:

1. Can you demonstrate, using specific examples of your own contribution, that you have a highly specialised knowledge of Creative Entrepreneur Adviser practice, some of which is at the cutting edge?
2. Are you able to explain, compare and contrast Creative Entrepreneur Adviser practice rationales, priorities, tensions, opportunities and constraints in your own country, including those of your own practice and, if appropriate, those of your employer or host organisation?
3. Can you demonstrate, using specific examples of your own contribution, that you have developed new knowledge and procedures and/or integrated internal or external knowledge from different sources into the field of Creative Entrepreneur Adviser practice?
4. Can you demonstrate, using specific examples of your own contribution to Creative Entrepreneur Adviser practice, that you are able to strategically approach, manage and transform complex and unpredictable work contexts?

5. Are you able to critically reflect on your own Creative Entrepreneur Adviser practice and evaluate the impact of this on others and to provide a statement of this self-awareness, which articulates current practice limits, strengths and development needs?

Certain Competencies are required for validation as the Euro-Aspire Proficient Creative Entrepreneur Adviser:

Those who wish to be considered for recognition and validation as a Proficient Creative Entrepreneur Adviser will be required to select excerpts and examples from their current work portfolios. They may also need to add other material, as necessary, to create their individual Validation Portfolio (VP). The VP will include numbered excerpts of video-footage taken in Creative Entrepreneur Development contexts, programmes, publications, conference papers or public speaking transcripts, letters of support, reviews, witness testimonies etc. It is important to ensure that there is transparency, equality and standardisation in both approach and the treatment of candidates throughout the validation process. This means, in practice, that all those seeking validation are treated

consistently and fairly irrespective of where and when the validation takes place. The validation process will accommodate specific needs and requirements of different candidates, where appropriate, to ensure that there is a level-playing field.

The Validation Process:

The Validation Portfolio (VP) will consist of 3 different parts:

1. Competencies that are demonstrated through work products and other related documents: This part of your portfolio will consist of materials that demonstrate that you have the required competencies for this level. This will be achieved through a series of work products, audio-visual recordings and commentaries e.g. short video sequences, sound-bites, blogs or specific written or visual documents. Each item in this section will need to be numbered and linked to the relevant competence with written or recorded comments that briefly describe how you use the 3 strands of Creative Entrepreneur Adviser practice: i) creative entrepreneur practice, ii) transfer of knowledge and skills and iii) developing the social potential of others; to meet the specific competence shown in the material.

The competencies included in this part of the Validation Portfolio (VP) are:

- a) **AIMS AND OBJECTIVES:** Be able to select and achieve aims and objectives for the 3 strands of Creative Entrepreneur Adviser practice using relevant practice and specialist knowledge of current developments, knowledge issues, tensions and relevant legislative or safety considerations;
- b) **EFFECTIVE COMMUNICATION:** Be able to communicate effectively using non-verbal and verbal communication in different contexts with specific numbers and profiles of participants using 3 strands of Creative Entrepreneur Adviser practice;

c) **CONTENT:** Be able to select or generate and use appropriate examples of content for specific participants and for specific purposes using 3 strands of Creative Entrepreneur Adviser practice;

d) **CONTEXT:** Be able to apply and adapt the 3 strands of Creative Entrepreneur Adviser practice to commercial and social enterprise contexts with generalist or specialist participants;

e) **RESOURCES:** Be able to adapt, modify or use resources including physical or virtual space, equipment, technology, materials or any other resources to further your aims for specific participants and for specific purposes using 3 strands of Creative Entrepreneur Adviser practice;

f) **BLENDING STRANDS:** Be able to select, change or blend any of the 3 strands of Creative Entrepreneur Adviser practice within any work context and to be able to explain your rationale for the choices made;

g) **PROCESS:** Be aware of process whilst using 3 strands of Creative Entrepreneur Adviser practice and be able to identify, manage and explain the differences between the beginning, middle and end of any working session;

h) **ANTICIPATING AND SOLVING PROBLEMS:** Be able to anticipate and solve problems whilst using 3 strands of Creative Entrepreneur Adviser practice and be able to consider the problem from different perspectives and explain what happened and why;

2. Competencies that are demonstrated through a Self-Awareness and Values Statement:

This last part of your portfolio will consist of a brief critique that you make to demonstrate your Self-Awareness as a Proficient Creative Entrepreneur Adviser and how you feel your own Values and/or those of your employer or host organisation, if appropriate, influence and inform your

practice. This can be recorded in an audio-visual or written format.

i) **SELF-AWARENESS:** Know your personal and professional limits and the strengths and weaknesses of your own practice relating to each of the 3 strands of Creative Entrepreneur Adviser practice;

j) **VALUES:** Be aware of your own values in relation to your practice within the 3 strands of Creative Entrepreneur Adviser practice and understand the impact of these indifferent contexts with different participants; Additionally, be able to locate your values alongside the values of others operating within your own national sector and those of other related fields;

3. Competencies that are demonstrated through the Professional Dialogue (PD):

k) **CONTINUING PROFESSIONAL DEVELOPMENT:** Be able to engage in assessment and development of your own practice in relation to at least 2 of the 3 strands of Creative Entrepreneur Adviser practice

l) **SUPERVISION AND LEADERSHIP:** Be able to supervise an individual or group in any of the 3 strands of Creative Entrepreneur Adviser practice and be able to explain and contrast your leadership styles in specific contexts, including the facilitation of professional discussions with peers;

m) **INNOVATION:** Be able to develop new knowledge and procedures and/or integrate internal or external knowledge from different sources into the field of Creative Entrepreneur Adviser practice;

n) **ADVOCACY:** Be able to advocate the role of the Creative Entrepreneur Sector and its practices and explain the 3 strands of Creative Entrepreneur Adviser practice to the general public, professional/sector specific bodies and public authorities;

This part of your portfolio will consist of a video-recording of a 30-minute professional conversation between two assessors and yourself in which the final four competences become the focus of the dialogue. You are requested to provide the information listed in Questions 1-6 below and to prepare some thoughts for the dialogue concerning each of these, as advised below. The assessors in the PD may be physically present or one may be virtually present via electronic means. If an assessor or candidate is a non-native English speaker, a translator will be offered, and if necessary, be available. Every effort will be made to ensure that this doesn't affect the conversation negatively and a further 3 minutes per question will be allocated, as necessary. The PD Questions 1-6 are:

1. Identify your strongest 1-2 Euro-Aspire competencies and explain how you became aware of these strengths; (In the PD, you may be asked to explain how you apply these strengths in a range of different commercial and social enterprise contexts. This section will last approximately 5 minutes);

2. Describe your Continuing Professional Development that took place within the last 24 months within at least 2 of the 3 strands of Creative Entrepreneur Adviser practice. This may be attending courses or seminars, workshops, conferences or personal or collaborative development schemes or projects etc. (In the PD, you may be asked to explain how you have used this development in your work giving the reasons for your answer. This section will last approximately 5 minutes);

3. Describe at least one example of the Supervision of others that you have carried out in the last 12 months. (In the PD, you may be asked to explain your Leadership style within this supervision and to be able to contextualise that (see other recommendations) This section will last approximately 5 minutes);

4. Describe at least one example of an Innovation that you have made in a professional context during the last 24 months. (In the PD, you may be asked to explain how you have developed new knowledge and procedures and/or integrated internal or external knowledge from different sources into the field; This section will last approximately 5 minutes);

5. Describe at least one example of your Advocacy activities in a professional context during the last 24 months. (In the PD, you may be asked to articulate the arguments you would offer a) to the general public, b) to professional or sector specific bodies or c) to public authorities for this work). This section will last approximately 5 minutes);

6. Identify what you currently consider to be your least-strongest Euro-Aspire competence and explain your own current Learning and Development requirements in this area; (In the PD, you may be asked to explain how you might address this or these in the future. This section will last approximately 5 minutes);

You will find a repository of online references and other useful material that may help you to prepare for the PD. This material may be useful to help you to contextualise the approach to Creative Entrepreneur Adviser practice used by yourself, your employer or host organisation. It also provides some examples of current thinking about different aspects of Creative Entrepreneur Development.

Guidance about PD Assessors:

Assessors in the PD are required to do any of the following:

i) request clarification about the facts;

ii) require further explanation of the concepts used;

iii) need more details about the context and the application of practice to different contexts;

iv) ask you about different options or styles and your rationales for using one or more of these;

v) challenge your assumptions or suppositions;

vi) ask you deeper questions as the conversation progresses;

vii) ask you to consider and compare alternatives to demonstrate your analysis of context and application of practice;

viii) use critical terms relating to Creative Entrepreneur Adviser practice e.g. 'model of communication'

ix) request suggestions from you of Creative Entrepreneur Development tools, resources, texts, media, organisations, etc. that you consider useful;

x) request your self-reflection and analysis about what you have been able to contribute as a Creative Entrepreneur Adviser rather than receive a list of examples of what you have done or how you have accommodated working with other people;

xi) take notes during the PD to present their viewpoint and decision to the rest of the validation team so that discussions can be carried out to ensure standardisation;

xii) ask you to consider what CPD you might need beyond what you have done already;

xiii) ask if there is anything they haven't asked you that you really wanted to tell them as part of this conversation, if there is still some time remaining from the allocated 30 minutes;

Assessors in the PD are prohibited from doing any of the following:

i) guide you through the conversation;

ii) assist you in the PD by filling in gaps for you;

iii) use the PD to lecture you or to take over the conversation;

iv) tell you at any point that you either have or have not achieved Level 7 as your results will be decided against the published criteria in consultation with the assessment team;

v) increase the allocated time for the PD beyond 30 minutes so that everyone has the same amount of time except if someone is using an interpreter when they have 45 minutes allocated;

All submitted and recorded material in Parts 1-3 of the Validation Portfolio will remain private and only be visible to the Assessment Team and the Programme Administration Team.

Validation Outcomes:

There are 3 potential Validation outcomes:

a) Candidates who are considered by the Validation team to demonstrate that they have fully met the requirements for recognition and validation as a Proficient Creative Entrepreneur Adviser will be given a Validation Statement which states that they have been validated and certificated.

b) Those who are considered to demonstrate that they have fully met the majority of these requirements with only a few partly met will be given a Validation Statement which provides remedial feedback and be given a further 3 months in which to complete the Validation.

c) Those who are considered to demonstrate that they need a significant amount of input to fully meet the requirements for recognition and validation as a Proficient Creative Entrepreneur Adviser will be given a Validation Statement which provides remedial feedback and be given a further 12 months in which to complete the Validation.

Right of Appeal and Appeals Procedure:

Candidates have the right to appeal against the decision of the Validation team if they feel that they have been treated inconsistently, unfairly or their predetermined and requested needs were not fully taken into account in the Validation Process.

Appeals must be in writing to either of the 2 Assessors or the External Assessor to be received no later than 14 calendar days after the Validation Statement has been posted on the Moodle site and emailed to

the Candidate. The appeal will be investigated by another Assessment team together with a new External Assessor within 2 weeks of receiving the appeal. If there are found to be no grounds for appeal by this new Validation team then their decision will be final. If there are grounds for appeal these will be remedied by a new Assessment team at the mutual convenience of the Candidate and Assessment team.

See the FAQs section for any further information.

If you are a new candidate then check out the new candidate briefing area.