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WINEVET - European cooperation among VET providers, agricultural enterprises, sectoral/professional organisations, and relevant qualification authorities, to increase employability of youths and highly skilled, qualified and mobile workforce, by developing the joint VET qualification “Winemaker Specialist”

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Work Package 3 - Designing the qualification profile of the Umbrian-Macedonian post-secondary joint VET qualification “Winemaker Specialist”

Deliverable 10

Post-secondary Umbrian-Macedonian joint VET qualification “Winemaker Specialist”: the qualification profile

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Premise: main features of Work Package 3 and related Deliverable 10

The self-evident title “Designing the qualification profile of the Umbrian-Macedonian post-secondary joint VET qualification Winemaker Specialist” of the Work Package 3, it clearly introduces to the content of this second implementation step of the WINEVET project, following the preparatory researches, carried out within the Work Package 2, about professional and learning field in wine production segment of agricultural sector in Macedonian NQF and in Umbrian RQF, and on relevant experiences and transferable good practices to support transnational joint VET qualifications based on ECVET.

More in particular, in the context of the main objective of the project WINEVET (to prepare and set up the higher-level joint Umbrian-Macedonian VET qualification “Winemaker Specialist”), the Work Package 3 includes the activities aimed to design the qualification profile (professional/competence standard. i.e., a comprehensive outline of what is expected in terms of learning outcomes and competences from someone successfully completing the qualification) characterising the joint VET qualification “Winemaker Specialist”.

Starting from the professional perimeter to activate ECVET process shared by the partners within the Work Package 2, the design of the qualification profile has been defined in a shared way at transnational level utilising a work evidence-based approach (i.e. detailing working activities and tasks of the Winemaker Specialist), and the knowledge/skills/competences scheme based on learning outcomes established by EQF.

Transferring good practices for ECVET and joint qualifications in VET (included methods to design qualifications in units of learning outcomes with allocation of credit points, based on ECVET technical specifications, and on work evidence-based approaches), and considering the professional and learning field in involved NQF/RQF analysed within the preparatory researches, the design of the qualification profile - constituting a core element of the MoU ECVET to be formalised within the project (cfr., Work Package 4 “Definition and formalisation of the Memorandum of Understanding - MoU ECVET establishing the transnational qualification profile for the post-secondary Umbrian-Macedonian joint VET qualification Winemaker Specialist, and the cooperation structure to ensure transparency, comparability, quality, and mutual recognition of the qualification”) - it provide a comprehensive outline of expected learning outcomes, articulated in clearly identified units and units parts, each detailed in terms of related activities and tasks, knowledge, skills and competences, and ECVET credits for the whole qualification and for each learning outcomes unit and unit part, also focusing on standard competence elements common to Republic of North Macedonia and Umbria, and on possible subsidiary elements specific to each national and regional context (to be included in the MoU with national/regional “addenda”), to facilitate territorial endorsement and integration into involved NQF/RQF of the transnational qualification profile, as well as of related training and assessment standards.

Starting from the 2nd Consortium meeting of the WINEVET project (Skopje - Republic of North Macedonia, 27th February 2019), the partnership shared the set-up and the development of the qualification profile design, collaborating at transnational level also through Skype meetings, under the management, coordination and scientific guidance of the applicant.

The transnational qualification profile, designed with the contribution of each partner (included contributions relating to specific national and regional subsidiary factors), was assembled by the applicant in an integrated draft, discussed and validated by all the partners during the 3rd Consortium meeting (Torgiano - Italy, 25th June 2019), and then made accessible:

- in the working area open to key actors and users involved in project activities, and in the public open area of the project website (www.winevet.eu), with interactive media and web 2.0, as well as social media and mobiles applications;

- as information package, i.e. synthetic version for dissemination, on paper and USB key (Info-Pack 2 - Umbrian and Macedonian joint VET qualification Winemaker Specialist: the qualification profile outlining expected learning outcomes articulated in units detailing knowledge, skills and competences, and related ECVET credits), addressed to people attending to transnational and territorial multiplier events to be held during the project in Umbria and Republic of North Macedonia.

This Deliverable 10, self-evidently titled "Post-secondary Umbrian-Macedonian joint VET qualification Winemaker Specialist: the qualification profile", it provides a complete overview on results of the implementation activities realised within the Work Package 3 of the WINEVET project, i.e. a comprehensive outline of the expected learning outcomes, articulated in clearly identified units, each detailed in terms of related activities and tasks characterising the profession of Winemaker Specialist, required knowledge, skills and competences, and ECVET credits for the whole qualification and for each learning outcomes unit. Focusing on knowledge/skills/competences scheme based on learning outcomes established by the EQF, and on work evidence-based approaches and successfully experimented methods to design qualifications in units of learning outcomes with allocation of credit points, based on ECVET technical specifications, the qualification profile considers both standard competence elements common to Republic of North Macedonia and Umbria (cfr., "Section A: Units of learning outcomes for standard competence elements common to Republic of North Macedonia and Umbria Region"), and subsidiary elements specific to each national and regional application context (cfr., "Section B.1: Units of learning outcomes for standard competence elements specific to Republic of North Macedonia - Macedonian Addendum", and "Section B.2: Units of learning outcomes for standard competence elements specific to Umbria Region - Umbrian Addendum"), for facilitating effective integration of the transnational qualification profile into involved NQF/RQF.

The integral version of the product is published in English, while the synthetic version for dissemination ("Info-pack 2 - Umbrian and Macedonian joint VET qualification Winemaker Specialist: the qualification profile outlining expected learning outcomes articulated in units detailing knowledge, skills and competences, and related ECVET credits") is published in the other languages of the partnership of the partnership (Italian, and Macedonian).

Section A: Units of learning outcomes for standard competence elements common to Republic of North Macedonia and Umbria Region

Working activities	Working Tasks	Knowledge	Skills	Competences / Learning Outcomes Units	ECVET Credits
<p>Strategic planning</p>	<p>Support the enterprise management in the analysis of the wine market (analyse the market trends and size, the offer of the competitors, and the characteristics of the direct target; evaluate the winery market share, and the available human, structural, and financial resources)</p> <p>Support the enterprise management in the definition of the winery strategic plan (define the characteristics of the offer of the winery, and the human, structural, and financial resources needed to provide the offer, as well as the management and organisational approaches, and the communication and marketing policies, taking into account the carried-out analysis and survey)</p>	<p>Principles and tools for the market analysis (market segmentation, dimensions of market analysis, market size, market trends, market growth rate, market opportunity, market profitability, cost structure, distribution channels, success factors, competitive analysis, environmental analysis, target audience analysis, SWOT analysis, etc.)</p> <p>Principles and tools for the definition of the strategic plan of the enterprise (strategic planning approaches and models e.g., Conventional Strategic Planning, Issues-Based Strategic Planning, Organic Strategic Planning, Real-Time Strategic Planning, Alignment Model of Strategic Planning, Inspirational Model of Strategic Planning, Balanced Score Card, etc.)</p> <p>Marketing in wine market: domestic (national and local) and international (European and extra-European) features and characteristics of the business of producing wine, in particular trends in wine sector and food industry, sectoral macroeconomics, major operators and sector leaders' strategies, sectoral market dynamics, sectoral regulations and operational policies</p>	<p>To position the own enterprise with respect to reference competitive system, paying attention to the market trends: to evaluate the context in which operates the own winemaking enterprise, identifying and analysing the useful variables for comprehending the current state and the possible evolution of the market (market trends and size, competitors, target); to estimate the production capacity of the own enterprise, analysing the winery both from the point of view of the structure (institutional and organisational set-up) and from the available resources point of view (human, structural, and financial resources).</p> <p>To participate in defining policies and strategies coherent with the carried-out analysis: to define the relation logics with the market demand, and the characteristics of the supply (type of products, of markets and clients, of marketing, promotion and relation policies, etc.); to define the investments in resources, and the needed development actions, evaluating their economic viability and sustainability.</p>	<p>1 (A) - To define the strategies of the winemaking enterprise</p>	<p>5</p>

<p style="text-align: center;">Cellar management</p>	<p>Harvest operations management (manage harvest schedule, grape handling and harvest duties, tank schedule, maceration regimes)</p> <p>Wine preparation and wine movement management (manage vinification, racking, sanitation, wine analysis, wine transfers)</p> <p>Bottling operations management (manage mobile bottling line, packaging materials ordering and inventories)</p>	<p>Recognition of different grape varieties as raw material for processing of wine and determining the health condition of the grapes.</p> <p>Knowledge of the order for turning on and off the machines and equipment</p> <p>Knowledge of process control instruments</p> <p>Knowledge of the procedures for maintaining the hygiene of the equipment and devices, before and after the completion of the work</p> <p>Knowledge of the optimum temperature and pressure in the vessels</p> <p>Knowledge of the process of alcohol fermentation, i.e. the transformation of sugars into alcohol and other parameters.</p> <p>Knowledge of the process of preparation and hygiene of the vessels before filling</p> <p>Understanding of the meaning of the wine level in the vessels and the need for dropping or disembarking the level of the vessels</p> <p>Knowledge of prescribed procedures and procedures for the use and preparation of oenological resources</p> <p>Identification of the organoleptic characteristics of the wine in the process of care and storage</p>	<p>To check the quantity and quality of the grapes for the production of quality wine.</p> <p>To control the health of the grapes</p> <p>To monitor and control the hygiene and correctness of the vessels and equipment in the process of fermentation and distillation.</p> <p>To control the correctness of the instruments and parameters in the production processes.</p> <p>To identify separate defects in equipment and devices</p> <p>To control the process of converting sugar into alcohol, or the process of alcoholic fermentation.</p> <p>To control the organoleptic characteristics of the wine in the process of care and storage.</p> <p>To control the use of oenological resources, in accordance with the prescribed procedures and procedures.</p> <p>To control the parameters for the proper running of the procedure for obtaining a quality and safe product.</p> <p>To provide optimum conditions for storing and storing wine according to type and style.</p>	<p style="text-align: center;">2 (A) - To manage the procurement and primary processing of grapes, the technological process of production, bottling, packaging and storage of white, rose, red and sparkling wine</p>	<p style="text-align: center;">30</p>
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<p>Safety management</p>	<p>Manage inventory health (monitor SO2 additions, topping, cellar cleanliness)</p> <p>Serve as safety officer for the winery</p> <p>Maintain all safety records and employee safety instruction documentation</p> <p>Instruct/train safety classes</p>	<p>Control of closed air-conditioned rooms (premises for care and storage of wine, grinder, warehouse);</p> <p>Knowledge of rooms with danger of alcohol poisoning in enclosed type fermentation units, constructed with hard construction, whether surface or underground (ventilation is required);</p> <p>Maintain safety outside in all weather conditions (reception and processing of grapes during harvesting, loading and unloading of wine);</p> <p>Maintain safety on vertical scales and height-oriented horizontal paths (a series of more connected tanks for fermentation or for storing wine).</p>	<p>To control the use of protective equipment and takes care of safety and health at work</p> <p>To control the critical control points in the production process</p> <p>To provide first aid in case of injuries or poisoning</p>	<p>3 (A) - To ensure the implementation of the measures for safety and health at work in the wine cellar</p>	<p>4</p>
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<p>Compliance management</p>	<p>Maintain all winemaking records on company database</p> <p>Provide accurate counts of both bulk and bottled inventory, bottling records, losses, movements</p> <p>Maintain all purchasing records of packaging and cellar materials</p>	<p>Principles of warehouse accounting</p> <p>Regulatory framework on inventory issues</p> <p>Regulatory framework on traceability of food products</p> <p>Company procedures relating to warehouse accounting, inventory, and traceability of wine products</p> <p>IT tools for storage management</p>	<p>To monitor the stock of products of the winemaking enterprise, and to carry out the wine production inventory, ensuring traceability of the products: to take over, in qualitative and quantitative terms, the production of both bulk and bottled wine, and the related movements and losses; to record on company database, utilising IT tools for storage management, the counts of bulk and bottled wine inventory, and of related movements and losses; to verify the compliance between the physical stock of wine production, and the inventory data, also identifying the cause of any discrepancy.</p> <p>To monitor and carry out the inventory of the stock of wine packaging and cellar materials: to record on company database, utilising IT tools for storage management, the purchasing counts of wine packaging and cellar materials; to verify the compliance between the physical stock of wine packaging and cellar materials, and the inventory data, also identifying the cause of any discrepancy.</p>	<p>4 (A) - To manage compliance between physical stocks, and inventory data of the winemaking enterprise</p>	<p>3</p>
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<p>Staff management</p>	<p>Coordinate the collaborators of the winery supporting them in performing the assigned tasks</p> <p>Support the enterprise management in the determination of staffing needs, and in finding and selection of professional resources</p> <p>Support the enterprise management in the definition of the skill needs of the staff, and in the planning and realisation of training</p>	<p>Management of available time and resources</p> <p>Concept of group, position, role, individual and collective behaviours, group dynamics, organisational climate</p> <p>Modalities for assigning tasks, transmission of orders, intervention in situations of non-compliance and conflict</p> <p>Communication elements and techniques</p> <p>Spontaneous behaviours in stress situations, and modalities for addressing and managing them</p> <p>Elements of human resources management: selection process, development and evaluation, and staff training</p>	<p>To plan the working activities of the collaborators of the winery</p> <p>To analyse the planned production activities and to evaluate the workloads</p> <p>To plan the own working activities, considering total workload and priorities, and evaluating possible need of support provided by collaborators</p> <p>To manage the available professional resources of the winery, identifying and assigning tasks and responsibilities taking account of skills and workloads of collaborators, supporting them in carrying out of assigned tasks, controlling the completion of assigned tasks and evaluating the professional performances, and the quality of production process</p> <p>To facilitate the relation with and among the collaborators of the winery, favouring exchange of opinions and communication</p> <p>To identify the professional and skills needs of the winery, supporting both finding and selection of professional resources, and planning and realisation of training addressed to staff</p>	<p>5 (A) - To manage the staff of the winery</p>	<p>4</p>
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<p>Quality system management</p>	<p>Promote wine production operations accordingly to legislation, regulations, and company procedures</p> <p>Improve quality of wine production operations</p>	<p>Quality management issues within a production process, particularly within winemaking</p> <p>Concept of promised, provided, expected, and perceived quality, particularly in winemaking</p> <p>Operational conditions for the evaluation of the quality of a production process and related products, particularly of winemaking and wine</p> <p>Regulatory framework on quality issues, in particular about winemaking production process and wine products</p> <p>Principles and techniques for the evaluation of economic efficiency and cost-effectiveness</p>	<p>To evaluate the quality of the winemaking production process and of wine products</p> <p>To interpret and to apply the regulatory framework on quality issues within the own specific context</p> <p>To check that the obligations laid down by the law about winemaking production process and wine products are observed</p> <p>To analyse the product, the production process, and its organisation</p> <p>To check that the quality procedures of the winemaking enterprise are applied</p> <p>To control compliance with minimum parameters of economic efficiency and cost-effectiveness (cost containment, financial balance, cash flow management)</p> <p>To gather information on customer satisfaction</p> <p>To identify critical situations, and to define improvement interventions</p>	<p>6 (A) - To manage the quality system of the winery</p>	<p>4</p>
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Section B.1: Units of learning outcomes for standard competence elements specific to Republic of North Macedonia

Macedonian Addendum

Working activities	Working Tasks	Knowledge	Skills	Competences / Learning Outcomes Units	ECVET Credits
<p>Definition and management of work activities in compliance with the Macedonian labor law and knowledge of the provisions of laws and regulations governing the production and trade of wine</p>	<p>Definition of the contractual aspects of a work activity</p> <p>Definition of the standards for safety and health activities</p> <p>Compliance with the provisions of the laws and regulations on wine production and trade</p>	<p>Provisions of the Labor Law, namely, the characteristics of the most commonly used employment contracts for the work activities of employees and self-employed.</p> <p>Provisions of the Law on Safety and Health at Work</p> <p>Civil and criminal liability related to the activity of a Winemaker Specialist. Ethical and deontological aspects.</p>	<p>To define the contractual aspects of the work activity: to be able to confirm the relevance and accuracy of the employment contract compared to the work required</p> <p>To apply the provisions of the Law on Safety and Health at Work in the production of wine</p> <p>To know the rules and regulations governing the production and marketing of wine</p> <p>To know and understand the specifications of the different professional roles that work in the agricultural sector and winemaking operations (reference activities, levels of responsibility, etc.), paying particular attention to his/hers own roles</p> <p>To be able to identify his or her own strategy of sustainable professional activity as a Winemaker Specialist</p>	<p>1 (B.1) - To work as an employed or self-employed worker and to operate in accordance with the laws and other regulations with the professional activity of a Winemaker Specialist in the Republic of North Macedonia</p>	<p>6</p>
<p>Communication in Macedonian</p>	<p>Communication in Macedonian within professional activities in agriculture sector and winery operations field</p>	<p>Knowledge of Macedonian language corresponding to level B2 CEFR (Common European Framework of Reference for Languages)</p>	<p>To use skills in Macedonian language corresponding to level B2 CEFR (Common European Framework of Reference for Languages) whilst exercising the professional activity</p>	<p>2 (B.1) - To communicate in Macedonian</p> <p>(min. level B2 CEFR - Common European Framework of Reference for Languages)</p>	<p>4</p>

Section B.2: Units of learning outcomes for standard competence elements specific to Umbria Region

Umbrian Addendum

Working activities	Working Tasks	Knowledge	Skills	Competences / Learning Outcomes Units	ECVET Credits
Definition and management of a work activity in compliance with Italian labour law	<p>Definition of the contractual aspects of a work activity</p> <p>Management of compulsory procedures and fulfilments for the start-up and practice of a work activity</p>	<p>Labour law, namely for the characteristics of most frequently used employment contracts for employed and self-employed work activities.</p> <p>Principles on civil and criminal liability of the workers.</p> <p>Elements of tax regulations, namely for the self-employed workers</p> <p>Contractual, fiscal and social security aspects. Liability on accounting, according to the type of work practice</p>	<p>To define the contractual aspects of a work activity: to verify the pertinence and the accuracy of the employment contract compared to the required work activity</p> <p>To understand the fulfilments required for the proper enforcement of an employment contract for self-employed workers: to manage the compulsory procedures for the start-up of a work activity as self-employed worker; to manage the compulsory fiscal and social security fulfilment according to the type of work activity</p>	1 (B.2) - To practise a profession as employed or self-employed worker in Italy	3
Definition and management of the specific professional activity in winery operations	<p>Manage start-up of the specific professional activity in winery operations</p> <p>Manage practice of the specific professional activity in winery operations</p>	<p>Characteristics and features of the geographical, socio-cultural-economical, legislative context of the Italian country, with particular reference to the agriculture sector and winery operations field</p> <p>Laws and standards for professional qualifications, such as Winemaker Specialist, and their long-lasting retention, with reference to regional and national regulations and to the overall panorama in Italy and European countries.</p> <p>Reference National Labour Agreements.</p> <p>Civil and criminal liability related to the activity of Winemaker Specialist. Ethical and deontological aspects.</p>	<p>To know and understand the characteristics and features of the geographical, socio-cultural-economical, legislative context of the Italian country, with particular reference to the agriculture sector and winery operations field</p> <p>To know and understand the specifications for professional practice as Winemaker Specialist.</p> <p>To fulfil the regulatory obligations and operate in full compliance with the deontological codes of reference: to know and manage the obligations of the professional activity of Winemaker Specialist; to negotiate the conditions of the professional activity, beginning with the applicable contractual system and economic incentives available to the customer; to know and apply the deontological codes – including those identified by common practice – during professional activity.</p>	2 (B.2) - To manage the professional activity of Winemaker Specialist in Italy	3

			<p>To know and understand the specifications of the various professional roles operating in agriculture sector and winery operations (reference activities, levels of responsibility, etc.), paying special attention to his own.</p> <p>To identify his own strategy of sustainable professional activity as Winemaker Specialist.</p>		
Communication in Italian	<p>Communication in Italian within professional activities in agriculture sector and winery operations field</p>	<p>Knowledge of Italian corresponding to level B2 CEFR (Common European Framework of Reference for Languages)</p>	<p>To use skills in Italian corresponding to level B2 CEFR (Common European Framework of Reference for Languages) whilst exercising the professional activity</p>	<p>3 (B.2) - To communicate in Italian (min. level B2 CEFR - Common European Framework of Reference for Languages)</p>	4