

Membership and Events Work Experience

About the experience

The membership and events work experience offers candidates the opportunity to work closely with the Ethical Fashion Forum core team members, supporting the membership and SOURCE teams, liaising with inspiring members and fellows from all over the world, and helping to organize events for EFF members and network.

This role will offer you experience at the front line of the growing ethical fashion movement, meeting, connecting with, and supporting its leaders- from cutting edge designers to leading experts, to inspirational fair trade and community producers, from India to Kenya to New York, and everywhere in between.

This is an unpaid work experience position, based at the EFF's head offices in London's most vibrant fashion district near Brick Lane. Lunch and travel expenses within London can be covered to a maximum of £100 per month.

The Ethical Fashion Forum, a not-for-profit organisation, runs a rolling experience and training programme and aims to maximise the value of this for participants, providing hands-on training and experience in the sustainable and ethical fashion arena.

About the Ethical Fashion Forum

The ETHICAL FASHION FORUM (EFF) is the industry body dedicated to a sustainable future for fashion. The EFF works with the industry and consumers to reduce poverty, create sustainable livelihoods for garment workers and reduce the impact of the industry on the environment. The Ethical Fashion Forum brings together more than 6000 members in more than 100 countries, including leading designers, pioneering fashion businesses, and exemplary suppliers.

The EFF supports members through the SOURCE. SOURCE is a ground breaking platform of tools and services for the fashion and textiles industries, including SOURCE Intelligence, Database, and Network. Full details are available online:

<http://www.ethicalfashionforum.com/source>

<http://www.ethicalfashionforum.com/become-a-member>

In 2011, the EFF launched a Fellowship scheme, FELLOWSHIP 500,
www.ethicalfashionforum.com/become-a-member/fellowship-500

The Ethical Fashion Fellowship will unite 500 pioneering innovators in fashion and sustainability to take the movement to the next level. Fellows get subsidized access to the SOURCE and all other members benefits.

Learning opportunities

The experience includes:

- Supporting and working alongside EFF's office and membership manager and other team members
- Helping to administer and support new members, including helping to vet the ethical standards of businesses to be listed on the SOURCE Database.
- Helping to coordinate and administer the EFF's expanding database of brands, buyers, retailers, suppliers, and other fashion professionals.
- Helping with the administration of EFF membership websites, including SOURCE Database, Intelligence and Network
- Supporting the marketing team with membership promotions
- Helping to co-ordinate the EFF's Fellowship programme and liaising with Fellows
- Helping to co-ordinate EFF members and network events: from Fellowship round tables to seminars and workshops

Outputs:

The position will offer you the following:

1. Experience and knowledge:

Knowledge and insight into the issues behind fashion and the latest sustainable fashion business intelligence and best practice through the SOURCE platform and EFF events.

Knowledge and understanding through engaging with fashion sector leaders, from entrepreneurs to businesses and experts

A good grounding in ethical standards in relation to sourcing and producing fashion products, and how to assess businesses across the fashion sector against a standard set of sustainability criteria

Understanding of the needs of fashion brands of all sizes, suppliers and professionals when it comes to integrating sustainability in the fashion sector

Marketing and membership: How to manage a membership programme as part of a social enterprise, the components of this and marketing techniques.

2. Skills and personal qualities:

Organisation and management : Organisational and management skills, including the management of critical path and programme development, time management and people management

Skills in relation to ethical fashion: Skills in liaison with different sectors of the industry including brands, buyers, suppliers and retailers, as well as a wide range of ethical labelling criteria and certification schemes.

People and communication skills: Confidence, communication skills encompassing written and face to face delivery

Marketing: Online, at events, and in liaison with partners and the media

Website and database management, including training in and use of a variety of online tools and processes

Practical Information

Working hours:

The standard working hours at EFF are 9.30am to 6pm, however working hours are flexible for work experience roles.

Time period and days per week:

We find that participants can benefit most from the experience if they contribute at least 16 hours per week, for 6-8 weeks. Longer placements are possible and can provide a more varied and in depth experience.

Payment and expenses:

Work experience roles at EFF are unpaid, however travel (within London) and lunch costs can be covered, to a maximum of £100 per month.