

Product Design Manager – Maternity cover

Proportion - Highams Park, London, E4 9JG

Summary

Role Number: PL1905

Weekly Hours: 37.5

Salary: Competitive

Contract type: Maternity Cover

APPLY

At Proportion, new ideas have a way of becoming extraordinary products very quickly. We believe the people here at Proportion don't just build products—they create the kind of wonder that's revolutionized the visual merchandising industry.

Our clients range from Primark and Marks & Spencer to Ted Baker, Reiss and All Saints, to Rick Owens, Alexander McQueen and Chloe. We also supply some of the great museums of the world, including the V&A and Metropolitan Museum of Art, New York.

We produce a wide array of visual merchandising materials 'off the shelf', which are continually refreshed and developed, whilst creating bespoke product for some of the most creative and demanding clients in the business.

All our products are made by hand, with pride, and our teams work closely together on all aspects of this.

We're looking for an exceptional candidate to cover maternity leave for our Product Design Manager. This is a critical role in bringing to market our creative vision in products that deliver commercially and creatively.

Responsibilities

New Product Development:

- Work with the Creative Director to ensure collections continually drive the brand forward, embody the latest in creative thinking and reinforce the brand as a thought leader
- To act as liaison between creative and production to ensure a concept can be successfully moved from prototype to manufacturing, ensuring all parties are fully informed of progress, and to anticipate, communicate and resolve issues
- Work with sales to share knowledge on trends, product feedback, price points and margins
- Conduct test trials on new product to determine "fit for purpose" credentials of design
- Work with procurement to identify and where needed source new suppliers, materials or componentry
- Work with production to identify and agree manufacturing solutions
- To provide technical drawings for design and production where needed.
- Order samples for developments through the factory and external companies where needed.
- Provide costings for developments – set up costing sheets and work through with production
- New launches – to provide launch packs to the sales team, to include:
 - Order writing template
 - Collection launch pack
 - Product specifications – drawings, measurements, overview of use
 - Collection price list
- Overall enable the move from concept stage to manufacture within agreed timescales, through the creation and management of critical paths
- Collate feedback from sales, marketing, production and clients to conduct post launch reviews and make recommendations for future launches

Client developments:

- Work with sales team client projects, to deliver the development of product from client brief through to initiation of manufacture (as NPD)
- cost projects – from initial samples to final commercialised product, making further recommendations for future possible cost savings and value engineering options, as necessary to project
- contribute accurate timeline information – on sample production
- Keep all parties informed of progress, and anticipate, communicate and resolve issues

Creative:

- Work with the Creative Director to identify and share key trends, new developments and creative opportunities, and contribute to the regular creative reviews for the wider business
- Showroom upkeep – work with the Creative Director to ensure the showroom always presents a current and credible statement of the brand and our ranges, and is always ‘client ready’
- Photoshoots – help in preparation and execution including prop purchasing, sample ordering and product placement
- Attend any relevant exhibitions or trade shows for research, development and competitor analysis
- Comp shopping – take imagery of our product or competitors for research and promotional purposes
- Work with marketing to agree strategy for new product launches and promotional angles in general; working with creative director to then provide necessary assets. Contribute to monthly content meeting with marketing and MD

General responsibilities:

- Coordinate regular internal development meeting between design, development, production and sales; to advise all about new developments, discuss current project status and issues, review completed projects and instigate discussion on more consequential forward-looking design matters
- Attend weekly sales & marketing meeting to share ideas, garner feedback and update all on developments
- Produce weekly report on all projects – status, schedule, issues. Circulate to Sales team, production, creative etc and talk through highlights at weekly production meeting. Elevate any topics impacting success of project delivery with relevant team.
- Monitor and manage the budget (samples, photoshoot materials etc)

Experience

The ideal candidate will have a background in visual merchandising, product development or retail. They must possess a strong knowledge of fashion and the retail scene. Experience in project management, a high level of numeracy and well-developed attention to detail are all essential. A high level of organisation, diplomacy, organisational skills and a willingness to roll up sleeves are also pre-requisites.

Equal Opportunities

At Proportion, we don't just accept difference—we celebrate it, we support it, and we thrive on it for the benefit of our employees, our products and our community. Proportion is proud to be an equal opportunity workplace, committed to equal employment opportunity.

Application Process

If this job role sounds right for you, please submit your CV via the 'Apply' button above, or email your CV to our HR Manager at: melissa.cawston@proportion.london