Level 2: 'Delivering the Award' Workshop

Workshop aim*:

To provide adults in Award roles (whether volunteers or staff) with an understanding and consistent interpretation of their role, and provide an overview of some of the skills, behaviours, and awareness required to effectively deliver The Duke of Edinburgh's International Award (the Award) in line with the experiential learning philosophy of the programme.

Who should attend this workshop:

The course is aimed at adults in the following Award roles:
- Award Coordinators
- Award Leaders
- Adventurous Journey Supervisors
- Adventurous Journey Assessors
- Award Verifiers

Workshop prerequisites:

Delegates are required to complete the following mandatory online courses prior to attending:
- Level 1: Award Induction
- Level 1: Award Delivery
- Level 2: Adventurous Journey Pre-Learning

Please note: To receive a Certificate of Completion it is compulsory to complete all the above courses.

Workshop delivery:

The 'Delivering the Award' Workshop is an instructor led course facilitated by members of the Award's Training Panel. Details on dates and how to book can be found here: https://intaward.org/deliver/training-events/

*Please note: This course will not provide outdoors skills training for Adventurous Journeys; it focuses solely on the required knowledge, skills and behaviours to effectively deliver the Award as a programme. If you do not possess the skills to train participants for Adventurous Journeys, they can be delivered to participants by an external provider such as activity providers, geography teachers, local scout leaders etc.

What is covered:

Theme	Objectives	Outcomes
Award Overview	☐ To understand the Award framework and guidelines of each sections and levels, timelines, the difference between them, and how the guiding principles underpin the Award	After completing the workshop, delegates will be able to: • State and explain the Award's guiding principles, sections and levels • Apply the theory of experiential learning and explain how it is fundamental to the Award
Adult Roles	☐ To identify the purpose, key skills and responsibilities of adult roles within the Award	After completing the workshop, delegates will be able to: • Identify the key skills and responsibilities for the following roles: ○ Award Coordinator ○ Award Leader ○ Section Assessor ○ Activity Coach / Instructor ○ Adventurous Journey Supervisor ○ Adventurous Journey Assessor • Understand that they will undertake multiple roles within the Award (e.g. Coordinator and Award Leader)
Effective Goal Setting	☐ To provide knowledge of goal setting and identify a common approach to help participants achieve their Award ☐ To establish what a SMART goal looks like in the context of the Award ☐ To demonstrate how to add goals to the Online Record Book	After completing the workshop, delegates will: • Have a clear understanding of what constitutes an appropriate goal for Award activities and how to make goals effective by: ○ Stating and applying the theory of SMART goals ○ Supporting participants to create SMART goals • Recognise the need for participants to celebrate achievement of goals, and the importance of feeding learnings into future goal setting

Theme	Objectives	Outcomes
Mentoring Overview and Case Studies	☐ To recognise adults within the Award will also play the role of a mentor to participants in order to facilitate the plan-do-review cycle ☐ To understand the concept of mentoring within the Award and appreciate the skills required in fulfilling the role of a mentor	By the end of the workshop, delegates will be able to: • Explain the roles of a mentor within the Award framework and ways in which they would mentor a participant • Recognise how the role of the mentor can have a positive influence on the participant's Award experience • Apply the skills practiced, and identify good and bad mentoring practice • Apply prior knowledge gained from the case studies to confidently evaluate and situations
Group Dynamics	☐ To introduce and demonstrate the team performance model ☐ To understand the team performance model and the role of adults within the Award to progress participants through each stage	By the end of the workshop, delegates will be able to: • Identify the stages of the team performance model • Apply knowledge learnt to future Adventurous Journey teams and the role they will play
Adventurous Journey Requirements and Processes	☐ To identify and understand the requirements and processes of the Adventurous Journey section	By the end of the workshop, delegates will be able to: • Identify the time requirements for each level • Identify and explain the 15 requirements and the 12 step process • Understand what equipment may be required for an Adventurous Journey • Understand and explain the roles played by adults in the process
Risk Assessment	☐ To understand the importance of identifying areas of risk on Adventurous Journeys and how these can be mitigated ☐ To identify the impact of risks and what processes can be implemented to reduce the severity of the impact	By the end of the workshop delegates be able to: • Understand the importance of good training syllabus • Identify the three levels of supervision and understand how to choose which level is most appropriate for a given situation • Understand the importance of having suitable emergency procedures in place

Theme	Objectives	Outcomes
	☐ To understand the various levels of supervision and the factors that contribute to the level of supervision required	☐ Create and analyse basic risk assessments and understand the place they play in supervision and emergency procedures
Adventurous Journey: Role Practice and Debrief	☐ To plan, undertake, and evaluate a practice Adventurous Journey through a variety of different roles and reinforce the experiential learning techniques ☐ To understand the role of the Assessor and Supervisor, plus the importance of good planning and debriefing sessions	By the end of the workshop, delegates will be able to: • Understand that the aim is central to the Adventurous Journey • Identify and apply the key aspects and responsibilities undertaken by the roles of the Supervisor and Assessor • To recognise what questions to ask within the different stages of the Adventurous Journey to check the requirements are being adhered to • Produce a Supervisor and Assessor plan • Assess and debrief on Adventurous Journeys • To reflect and apply the knowledge learnt to future Adventurous Journeys
Adventurous Journey Case Studies	☐ To provide context and understanding of some of the challenges faced when delivering the Adventurous Journey and how to overcome and/or resolve these	By the end of the workshop, delegates will be able to: • Identify good and bad practice when delivering Adventurous Journeys • Have a deeper understanding of the ethos underpinning the Adventurous Journey section • Reflect and apply knowledge to future challenges • Feel more confident in their knowledge to manage situations as they arise