

Role description: KCC Volunteer:**Duke of Edinburgh's Award Expedition Assessor (Bronze and Silver).**

Hours: Variable.

Minimum commitment: 1 assessment event per year.

Reports to: KCC DofE County Coordinator Delegate to Development Worker

Summary and main purpose

The Duke of Edinburgh's Award (DofE) is a UK charity that makes a difference to young people's lives and prepares them for life and work. Over 300,000 young people per year from every possible background take part in the DofE programme to broaden their horizons, develop their leadership skills, learn to work with others, volunteer in their local communities, increase their employability, and prove to themselves they can succeed at a serious challenge.

All qualifying expeditions must be assessed by a competent adult who is approved by the Licensed Organisation/Approved Activity Provider and accredited by The Duke of Edinburgh's Award.

There are in excess of 120 Centres under the KCC DofE licence delivering expeditions at all 3 levels. An Assessor can expect to work with a variety of different Groups at events of different styles. Expedition assessors are not normally involved in assessing teams from their own organisation.

Assessors are the guardians of the DofE's high standards; they protect the interests of the DofE and ensure that the 20 conditions of the Expedition section are fulfilled.

The role of the Assessor is to confirm that the 20 conditions of the Expedition section have been met. There is no testing, no marking, either the 20 conditions have been fulfilled or they have not.

The key tasks of the role are to:

- Ensure that the 20 conditions of the Expedition section are fulfilled by the expedition team.
- Ensure that expedition team meet the aim of the Expedition section.
- Provide, as appropriate, local expedition area information to teams to help them decide how best to meet the 20 conditions.
- Be a fair, impartial and positive person who adds to the expedition experience and supports the team towards a successful outcome.
- Protect the interests of the DofE and Kent County Council

These are achieved by following these steps:

- Receive expedition information from the team.
- Make initial contact with the team and review the expedition plan.
- Meet the team in the expedition area and complete the pre-expedition check.
- Meet with the team en-route and at campsites.
- Debrief the team and sign off the expedition by completing an Assessor's report for each member of the expedition team, either online or the participants Handbook.

- To receive the expedition presentation after the expedition (if requested).

Training

Expedition Assessors must undertake the following training as prescribed by DofE:

- e-induction course, online
- Pre course learning, online
- DofE Expedition Assessor Accreditation Scheme course, 1 Day classroom based
- Following the completion of this course, they must also undertake appropriate number of Supported Assessments before being fully accredited.
- Accreditation lasts 5 years

All training for this role is delivered by KCC staff **free of charge**.

Resources

Resources are provided to enable this role. Experienced staff are available to support the assessor. ID and team polo shirts are also available.

Volunteer process and Criminal Records Check

All KCC volunteers who are working with young people are required to complete a volunteer application, provide 2 people who can be contacted as referees and have a DBS check. Expedition Assessors could be in unsupervised contact with young people as part of their role. This is considered 'Regulated Activity' and a criminal records disclosure is therefore required and will be all arranged by KCC.

Commitment

All Assessors working under the KCC DofE Licence are required to undertake 1 assessment event per season. Every 2 years they are required to attend a County or District (Local Field Officer Lead) event. This enables us to ensure that's the Volunteers are current and up-to-date with information and fulfil our quality insurance requirement.

Expenses

Out of pocket expenses a will be paid. This may differ between events but must be agreed prior to the event up to a maximum level which with detailed on the training course.

Other considerations

- Expedition events vary between 2 and 5 days depending on level and location. The vast majority are at Bronze Level on weekends. Therefore It is likely that the Assessor will be staying away from home during the expedition.
- Please note that dogs are not allowed on KCC sites (unless guide dogs). Some young people can be afraid of Dogs and or may have allergies. Therefore, should the assessor wish to bring a dog, specific permission from the event organisers must be received in advance of the event.
- While we appreciate weekends can be family time, when volunteering the Volunteer has a role to undertake. Family members will not be able to come out with you or stay over with the groups unless they have also gone through the vetting system and have been approved by KCC or the organisation you are working with on that event.