



TRAINING FOR ADULTS DELIVERING THE AWARD

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Training for adults who deliver The Duke of Edinburgh's International Award (the Award) is critical to its success at your Award Centre.

Training is intended to equip people with the knowledge, skill and confidence to support participants to do their Award. It not only provides detail on the Award framework; standards to be met; and delivery tools to be used, it also helps to develop key skills, including:

- ✓ Active listening
- ✓ Giving constructive feedback
- ✓ Goal setting
- ✓ Understanding risk
- ✓ Coaching

Our training is available to individuals at licensed organizations. To find out how to become licensed to deliver the Award at your location, please visit : www.dukeofed.org/our-program/provide/provide-the-award/

Award Training Requirements

The Award delivery licence requires each Award Centre to maintain a minimum of:

- ✓ Two active team members, fully trained in the roles of Award Leader
- ✓ One team member trained as Award Coordinator

For new Award Centres, the organization becomes eligible to deliver the Award with participants as soon as at least two team members have completed Level One and at least one of those two has agreed to complete Level Two within a year of signing the licence. We recommend Level Two Training be completed after you have been delivering the Award for at least three months and within a year of signing the agreement.

As part of the Award Centre Agreement, it is the responsibility of the Award Centre to ensure that all adults involved in the delivery of the Award in your organization are sufficiently trained for the role they are to perform. Training in Canada is available in French and English.

Level One Training

Level One Training is completed virtually through the Award Community. It introduces the philosophy and requirements of the Award and provides information on the knowledge, skills and tools that are useful when delivering the Award. In Canada, it consists of the five online modules, which can be completed at the delegate's preferred pace. Delegates receive a digital certificate upon completion of Level One with the option to have a certificate and pin mailed to them.

Level Two Training

Level Two builds more advanced lessons to build on the knowledge learned during Level One, and on the Award experience gained by delegates in the interim. It also provides in-depth guidance on the requirements of the Adventurous Journey section. Delegates receive a digital certificate upon successful completion of Level Two with the option to have a certificate and pin mailed to them.

Continuous Professional Development Sessions

These optional sessions provide ongoing opportunity for you to connect with other leaders from across Canada and learn more about the Award and how you can best utilize the Award framework at your organization. These sessions are open to Level One and above trained leaders.

Award Training Breakdown

This chart outlines the training available for volunteers and licensed groups within Award Canada. For dates and booking details for Level Two and CPD sessions, visit the Opportunities & Training section on the [Award Leader Resource Portal](#).

Level	Course	Delivery Method	Required (R)/Suitable (S)
Level One Training	Award Induction Course	Award Community Online Module	Award Coordinators – R Award Leaders – R Adventurous Journey Supervisor – R Assessor – S Other Volunteers - R Local Council/Board Members - R
	Award Delivery Course	Award Community Online Module	Award Coordinators – R Award Leaders – R Adventurous Journey Supervisor – R Assessor – S Other Volunteers - R Local Council/Board Members - R
	Canadian Module Course	Award Community Online Module	Award Coordinators – R Award Leaders – R Adventurous Journey Supervisor – R Assessor – S Other Volunteers - R Local Council/Board Members - R



Level	Course	Delivery Method	Required (R)/Suitable (S)
Level One Training	Canadian ORB Course	Award Community Online Module	Award Coordinators – R Award Leaders – R Adventurous Journey Supervisor – R Assessor – S Other Volunteers - R Local Council/Board Members - R
	Canadian Adventurous Journey Course	Award Community Online Module	Award Coordinators – R Award Leaders – R Adventurous Journey Supervisor – R Section Assessor – S Other Volunteers - R Local Council/Board Members - R
Level Two Training	Protected: Level Two Training/Formation Niveau 2 – Canada	Award Community Online Module Password: LevelTwo!63	Award Coordinators – R Award Leaders – S Adventurous Journey Supervisor – S Assessor – S Other Volunteers - S Local Council/Board Members - S
	Two 120-minute sessions	Led by Award Canada trainers online	Award Coordinators – R Award Leaders – S Adventurous Journey Supervisor – S Assessor – S Other Volunteers - S Local Council/Board Members - S
Continuous Professional Development (CPD) Sessions	Hour long sessions on various Award related topics	Led by Award Canada trainers online	Award Coordinators – S Award Leaders – S Adventurous Journey Supervisor – S Assessor – S Other Volunteers - S Local Council/Board Members - S



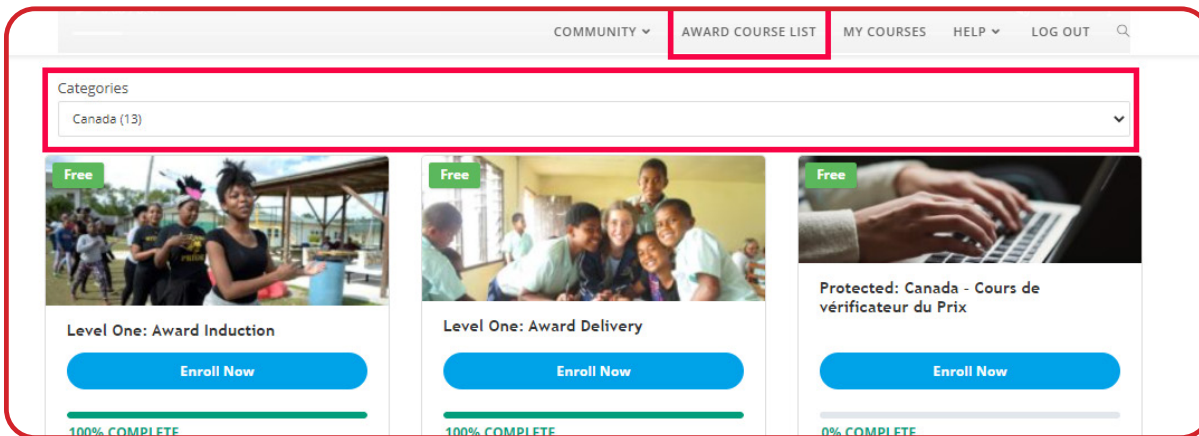
Steps To Complete Award Training

To get to the Canada training courses you must log into the [Award Community](#) site with your personalized login information (your email and password).

After logging in, click on 'Award Course List.' Once the 'Award Course List' page loads, scroll down and just below the video there is a drop-down menu that will allow you to filter the courses so only the Canadian courses are displayed (see screen shot below).

Click on the drop-down menu where it says, 'Select Categories' and click on 'Canada'. Once selected it will load all of the Award Canada courses. From there, complete your Level One training in the order that is shown above in our table. You can sign into the Award Community at any point to review information.

www.awardcommunity.org



The screenshot shows the 'Award Course List' page on the Award Community website. The navigation bar includes 'COMMUNITY', 'AWARD COURSE LIST', 'MY COURSES', 'HELP', and 'LOG OUT'. A search icon is also present. Below the navigation bar, there is a 'Categories' dropdown menu with 'Canada (13)' selected. The main content area displays three course cards, each with a 'Free' badge, a title, an 'Enroll Now' button, and a progress indicator.

Course Title	Price	Progress
Level One: Award Induction	Free	100% COMPLETE
Level One: Award Delivery	Free	100% COMPLETE
Protected: Canada - Cours de vérificateur du Prix	Free	0% COMPLETE

