BECOMING AN AWARD LEADER

**Step-by-step guide to becoming an Award Leader in Canada**

**Step One**
Register to be an Award Leader at [dukeofed.org/award-leader-registration](http://dukeofed.org/award-leader-registration)

This is a mandatory step for all Award Leaders new and existing!

**Step Two**
**Confirmation**
You will be contacted by your Division staff with next steps to access your training.

**Step Three**
**Level One Training**
All Leaders must complete Level One Training - which is online.
If you have not done this, you will be given access to do so by your Division staff.

**Level Two Training**
If you have completed the online Level One Training, your Division staff will let you know about your next training opportunity.

**Step Four**
**Award Leader Portal**
All Award Leaders will be given access to the Award Leader Portal - our digital hub for Award Leader resources.
Remember to check the portal often as new material will be added regularly!

**Step Five**
**Online Record Book**
If you are a new Award Leader you will be given access to the Online Record Book where participants log their activities.

Begin mentoring young people through their Award!

The Duke of Edinburgh's International Award - Canada | Award Leader Registration Guide