

Section Assessor Information Sheet

Help me achieve my SMART goals!

I am one of 1.3 million young people worldwide currently completing the Duke of Edinburgh's International Award; a unique non-formal education program, which is delivered via thousands of youth-focused partners and operators.

The Award enables 14-24 year olds to learn practical skills – best learnt outside the classroom - that are invaluable to our personal development. It is comprised of three progressively challenging levels: Bronze, Silver and Gold. At each level participants set personal SMART goals in four different sections for Bronze and Silver and 5 five sections for Gold.

Voluntary Service	Physical Recreation	Skills	Adventurous Journey	Gold Project
Participants volunteer in their communities, make a positive contribution to society and demonstrate social responsibility.	Encourages young people to improve their fitness and performance and enjoy healthy lifestyles for good mental and physical well-being.	Enable participants to develop their talents, broaden their abilities. Increase their self-confidence and improve their employability.	Young people discover a spirit of adventure and gain a deeper understanding of the environment and the great outdoors.	Participants broaden their experience by staying in an unfamiliar environment with other young people, taking part in a worthwhile project and building new relationships.

When I choose my activity in each of these areas, I must also nominate an experienced and knowledgeable person to act as my Section Assessor. This person should be a coach, teacher or an expert in the chosen field (but not a family member). The Section Assessor's task is to mentor me during my activities in the relevant section and ultimately assess my progression, perseverance and achievement of my goal.

This is where you come in!
You have been nominated by me to act as a Section Assessor

What will you need to do?

- Support me to set a challenging and realistic (SMART) goal. My goal should be achievable in the time frame of the Award and should take into account my starting ability.
- Check that I participate regularly over the minimum time period (see reverse) and show improvement while striving to achieve my goal.
- Encourage and support me, assisting me to learn and improve.
- When I have completed my section, sign it off by providing a brief Assessor Report to verify that I have achieved my goal.

Providing a Section Assessor Report:

- I will provide you with the document template to submit a very short report.
- You will be asked to verify that I have shown regular commitment to my activity over the minimum time period (13, 26, 52 or 78 weeks as appropriate) and have reached my SMART goal.
- If I have not demonstrated the commitment and progress required to reach my goal after the minimum timeframe, I should be encouraged to continue until such time as I have achieved it. When the agreed goal is achieved, you as the Assessor should then sign-off the section.

Thank you for agreeing to take on this task!

SMART goals help participants choose purposeful and challenging activities. Setting realistic and achievable goals is essential to helping motivate participants to commit to and achieve their Award.



A good SMART goal should include specifics about the activity, what they hope to achieve, the time period for this and how it will be evidenced. For example, 'playing the piano' is a goal that just explains the activity; a SMART goal would be 'playing the piano to [an agreed designated standard] and performing at the school's musical concert in June'.

Time commitments required for each section vary depending on the level of the Award being undertaken. Participants may also choose a 'major' section, where additional time is required to complete the SMART goal.

Award Level	Section Time Commitment	If section is chosen as 'Major'
Bronze	13 weeks	26 weeks
Silver	26 weeks	52 weeks (if participant is a direct entrant at Silver level)
Gold	52 weeks	78 weeks (if participant is a direct entrant at Gold level)

If you have any questions, please contact my Award Leader:

Award Leader Name: _____

Telephone/Email: _____

Participant Name: _____