



Adult Roles in the Adventurous Journey

Award Centres and Operating partners have a responsibility to ensure that activities directly managed by your organization are operated in a safe environment. To ensure safety is prioritized, it is essential that the risk management and emergency procedures of your organization are clear and followed at all times by all adults involved in Award delivery. **When organizing Adventurous Journeys, risk assessments should be reviewed prior to and during every trip.** The Award Centre must report any serious incident, complaint and/or possible legal claim involving the Award as soon as possible to the CEO of Award Canada.

As per the Requirements and Conditions of registration, it is the Award Centre's responsibility to inform participants and parents/guardians that participation in the Award program is voluntary and involves inherent risk. The participant/parent/guardian is accountable and responsible to ensure reasonable precautions and safety protocols are taken and/or implemented to ensure the safety and well-being of the participant for all activities conducted.

Adults Delivering the Award
A term used to define anyone helping with Award delivery at your Award Centre. Depending on your Award Centre's structure, it may include the Award Coordinator, Award Leader(s), Adventurous Journey Supervisor(s), Assessor(s), and/or other volunteers.
Award Leader
Adults appointed by the Award Centre who are the main contacts and mentors for participants. Award Leaders must approve or revise the AJ in the Online Record Book, ensure parents know possible liabilities and approve AJ Supervisors/Assessors. <i>Please note Award Leaders may be an AJ Supervisor or Assessor.</i>
Adventurous Journey Assessor*
Assesses the journey for the whole team and ensures that all Award requirements and outcomes are met by the team. Must be suitably qualified, competent, and/or experienced to undertake the role as determined by the standards of the Award Centre. They do not have to be on the journey so long as there is a competent AJ Supervisor present. The AJ Assessors completes an assessment after the Qualifying Journey is done and the team AJ Debriefing Report is completed. They have the responsibility to ensure that all Award activities are operated in a safe environment. <i>Please note Award Leaders and Coordinators may perform this role. Immediate family members cannot be Assessors for any section of the Award.</i>

Adventurous Journey Supervisor*

Must be present on the Practice and Qualifying Journeys. All journeys must be supervised by a suitably qualified, competent and experienced adult. Must have expertise (or qualification, as per the province's legislation) in the mode of journey being used and familiarity in the terrain and location that the journey is taking place. The AJ Supervisor is responsible for participant safety while on the journey, needs to be familiar with the Award standards and must be satisfied that all team members are properly prepared and suitably competent to undertake the chosen Adventurous Journey. They will submit an assessment after the Practice Journey is completed. ***Please note Award Leaders and Coordinators may perform this role. When necessary and if approved by the leader, this role may be done by a family member.***

**** If participants are using a TAP/Service Provider, it is the responsibility of the TAP/Service Provider to provide an AJ Supervisor and Assessor.***

VAC Award Specialist

A staff member or volunteer from Award Canada who is assigned VAC participants and interacts with them virtually to conduct Award mentorship. If the participant is completing a Virtual Journey through the Award Office, they will be assigned an AJ Assessor. ***Please note that on the Online Record Book (ORB), Award Specialists have Award Leader permissions to facilitate ORB monitoring of participants due to the international system design.***

Information for Parents/Guardians: **Parents/guardians can play a supportive role in their child's Award journey without becoming overly involved in the process, as it is still the participant's journey.** Parents/guardians can positively contribute to their child's Award through offering guidance rather than solutions by:

- Being accountable and responsible for ensuring that reasonable precautions, insurance and safety protocols are taken and/or implemented to ensure the safety and well-being of their child/ward for all activities conducted without direct Award Centre supervision.
- Encouraging their child/ward to reach out directly for support from their Award Leader or Assessor if they need help, or Award Canada for general AJ standards questions.
- Motivating their child/ward to take the initiative to advocate for themselves and handle their own communications.
- Guiding their child/ward in helping them to figure out if the Award is the right fit for them.
- Helping their child/ward create schedules and reminders for themselves.
- Checking-in and asking specific questions about activities to help them stay engaged and motivated.
- Visiting our [parents and guardians](#) page on our website to learn more and how they can support their child/ward through their Award.