



DofE Wales Young Leaders Information for Mentors

Firstly, thank you for agreeing to support a new Young Leader through their programme. Your expertise and experience will be essential to provide the ongoing encouragement and guidance they will need, and in return you should have an enthusiastic and capable young person ready to get involved in helping other young people to gain their Awards.

What's first?

The first step for your young person will be to attend a Young Leaders Course – this will be a two night residential with up to 30 young leaders taking part.

You need to talk to your young leader before they attend – its not all fun and games – there is some classroom learning and our expectation is that there will be a high level of engagement in all activities.

It is not an outdoor activity course – take a look at the learning outcomes together to help them to prepare.

Before they come on the residential they must complete some pre-course learning. To view the course go to DofEtraining.org then click on the DofE Leadership Programme e-induction.



What's next?

Meet your Young Leader after the residential to give them a chance to talk about the experience and what they have learnt. Talk about their goals and aspirations, what do they want to achieve?

Take some time to agree a plan going forward, include:

- Protocols for volunteering with your group, talk them through your policies and procedures.
- Any additional training your centre requires or can offer.
- Dates for volunteering and your expectations regarding commitment.
- How you will stay in touch.

Ongoing support:

Provide feedback – be prepared to offer constructive feedback for the participants in their activities. This could be on their planning, their delivery or the way they handled a particular situation. Remember to allow them to learn from their mistakes and boost their confidence.

Act as a sounding board – listening is a key skill for mentors. Be prepared to listen and have a discussion with your participant. Help find solutions to any issues they may have, and respect their views even if you don't agree.

Coach – share your own experiences and offer advice. Identify resources which will support their learning and activities. You need to help them achieve their learning outcomes and present a portfolio of appropriate evidence to meet the assessment criteria.



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Volunteering Portfolio

Participants are required to undertake 14 hours of practical volunteering spread over a number of weeks to complete their accreditation and must submit a portfolio of evidence to demonstrate how they have put their learning into practice in a variety of situations.

- The portfolio should not be a collection of related material but should show evidence of understanding the Learning Outcomes.
- We have included a 'Volunteering Portfolio' template in the delegate packs to help participants structure their achievements and demonstrate learning outcomes.
- The portfolio should not be limited to just answering the questions but should include additional evidence.

Examples of Evidence

- ✓ A report by the learner
- ✓ Video/audio piece
- ✓ Online examples of blogs, podcasts and eDofE (where appropriate)
- ✓ A peer assessment sheet with tutor's confirmation
- ✓ A feedback sheet signed and dated by the tutor

Examples and Learning Outcomes can be found at DofE.org/notice-boards/wales/young-leaders-programme/



Name	_____
Volunteering with	_____ (Name of DofE Group)
Mentor's Name	_____
Email	_____

FOR OFFICE USE ONLY	Checked by _____	Date _____	
	Verified by _____	Date _____	
Practical Leadership Certificate	<input type="checkbox"/> Millennium Volunteers (50)	Millennium Volunteers (100)	Millennium Volunteers (200)

www.DofE.org

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Accreditation Checklist

- ✓ Is the evidence clear, showing what the participant has learnt?
- ✓ Is the evidence relevant to the Learning Outcomes?
- ✓ Is the evidence clearly the work of the participant?
- ✓ Does it reflect the achievement of the participant?
- ✓ Is the evidence true? Can they demonstrate it is real?
- ✓ Is the portfolio clearly presented and easy to follow?

DofE Wales is only able to provide this course at no cost to participants because of the support of

