



# Learning Outcomes: Introduction to the DofE

**Module aim: to provide the information needed to be a DofE Leader and run DofE programmes with your group.**

Learning outcomes	Delegates should be able to:
To understand the mission, concept, guiding principles and the delivery structure of the DofE and to appreciate the benefits to young people.	<ul style="list-style-type: none"> <li>• Understand the mission, concept, and guiding principles and how they relate directly to the design and delivery of DofE programmes.</li> <li>• Understand where DofE programmes are delivered.</li> <li>• Understand the benefits for DofE participants.</li> <li>• Be familiar with the DofE delivery structure and appropriate terminology.</li> </ul>
To understand the different roles needed to support a young person's DofE participation and recognise their responsibilities to participants and their Licensed Organisation/ AAP.	<ul style="list-style-type: none"> <li>• Identify roles and responsibilities of adults within the DofE.</li> <li>• Access relevant DofE and Licensed Organisation/ AAP policies e.g. safeguarding, child protection.</li> </ul>
To understand DofE programmes (levels, sections, timescales, sectional benefits) and the development of a DofE programme using resources available, to enable them to support other young people through their DofE programme.	<ul style="list-style-type: none"> <li>• Explain the different levels and sections of DofE programmes.</li> <li>• Know where to access resources to assist young people with their DofE programmes.</li> <li>• Be able to explain the benefits of each section of the DofE programme to young people.</li> <li>• Appreciate the importance of young people taking ownership of their DofE programme.</li> </ul>
To understand the process of a young person completing a DofE programme and to consider the possible barriers to completion and progression.	<ul style="list-style-type: none"> <li>• Understand how a participant completes their DofE programme.</li> <li>• Understand the approval process for awards.</li> <li>• List the possible barriers and some solutions to completion.</li> <li>• Explain the opportunities for young people to be able to progress to the next level.</li> </ul>
To provide the DofE Leader with the knowledge to enable them to support young people, develop new Leaders and identify the resources and support available to help them to achieve this.	<ul style="list-style-type: none"> <li>• Encourage DofE Award holders to continue their involvement with the DofE or their DofE activities.</li> <li>• Support young people in maximising the benefits gained from involvement in the DofE programme.</li> <li>• Identify and use relevant DofE and community resources and other local networks.</li> <li>• Understand how eDofE supports DofE delivery.</li> <li>• Explain the DofE's Modular Training Framework and options for further personal development.</li> <li>• Understand the opportunities available to them.</li> </ul>



# Learning Outcomes: Managing a DofE Group

**Module aim: to develop the skills that are essential in managing a DofE group.**

Learning outcomes	Delegates should be able to:
M1 – to develop a range of organisational skills enabling the Leader to successfully manage a DofE group.	List the organisational skills required by a DofE Leader.
M2 – to understand a model for planning activities or events.	Demonstrate knowledge of a planning model.
M3 – to appreciate the benefits of evaluation.	State the purpose of evaluation and take part in the evaluation of a DofE activity or event.
M4 – to develop a range of communication skills.	Demonstrate a range of communication skills e.g. listening, negotiation, giving and receiving feedback and presentation skills.
M5 – to understand the record keeping processes appropriate for running a DofE group.	Have a basic working knowledge of eDofE.
M6 – to understand relevant Licensed Organisation systems and procedures including: <ul style="list-style-type: none"><li>• Health and safety information</li><li>• Relevant safeguarding and child protection procedure including criminal record checks</li><li>• Insurance</li></ul>	List the relevant legal and health and safety regulations which apply to a DofE group.
M7 – to understand the role and importance of assessing risk and the development of risk assessments.	Identify the risks associated with an activity and complete a risk assessment for an appropriate DofE activity.
M8 – to begin to explore the skills and strategies required to work successfully with young people with additional needs.	Understand the appropriate skills for working with young people with additional needs doing their DofE programme.



# Learning Outcomes: Teamwork/ Leadership Skills

**Module aim: to give individuals a basic level of understanding about working in a team and leadership skills which they can apply when working in their DofE group.**

Learning outcomes	Delegates should be able to:
T1 – to understand the difference between a team and a group, a manager and a leader.	Briefly explain the difference between a team and a group, a manager and a leader.
T2 – to appreciate the benefits and disadvantages of working in a team.	List the benefits and disadvantages of working in a team.
T3 – to understand a model of team dynamics, including self-directed teams.	List the key roles different people play in teams and where self-directed teams have a part to play.
T4 – to be able to recognise some stages of team development.	List some of the stages of team development.
T5 – to have an appreciation of leadership styles.	List several different leadership styles.
T6 – to identify a range of teamwork skills.	Demonstrate a range of teamwork in a group situation.



# Learning Outcomes: Certificate in Practical DofE Leadership

**Module aim: to give individuals the practical skills needed to work within a DofE group.**

Learning outcomes	Delegates should be able to:
P1 – show a regular commitment to the DofE in a practical leadership capacity.	Act as a leader/ helper at regular DofE group meetings.
P2 – to develop a range of leadership skills.	Demonstrate leadership skills for a particular activity.
P3 – to plan, organise and initiate a programme of DofE activity.	Plan, organise and initiate a programme of a DofE activity.
P4 – to understand and apply appropriate health and safety regulations when working on activities with the group.	Apply the relevant legal and health and safety regulations which apply to a practical leadership role.