

Assessor Roadmap

Assessors play a crucial role in the success of the Duke of Ed. Assessors are suitably skilled, experienced and/or qualified adults who assist with, and assess, an activity being undertaken for a Section of the Duke of Ed. They can assess more than one Participant, and may also be qualified to assess across multiple activities and Sections. In most circumstances an Assessor should not be a family member.

1

COMPLETE NSW VOLUNTEER COMMENCEMENT GUIDE (VCG)



Complete the 'Volunteer Details and Agreements' page of the VCG. Include Working with Children Check details where applicable and return to Duke of Ed User/s in a sealed envelope or to their Duke of Ed Leader. Some Duke of Ed Centres may have additional requirements, including their own safeguarding children policy requirements.

You only need to complete one VCG per Duke of Ed Centre.

2

ASSIST WITH SMART GOALS



Help Participant/s identify SMART goals: Specific, Measurable, Actionable, Relevant and Time bound. Develop a program guide to achieve these goals.



3

MENTOR AND MONITOR ACTIVITY

Help your Duke of Ed Users stay focused on their goals. Unless your activity requires direct supervision, you do not need to be present for all the Duke of Ed Users hours. Contact the Duke of Ed Leader if you have any questions or concerns.



4

COMPLETE ASSESSOR REPORT

When your Duke of Ed

Users have completed their hours, they will send you their activity record (usually via email, but it can also be a hard copy). Please write a brief report to celebrate their achievement and verify their activity records. The Duke of Ed Users must have shown regular effort, commitment and progress.



Wait for Duke of Ed Leader action before progressing



Resource available at
<https://www.sport.nsw.gov.au/dukeofedinburgh>