

Detach and hand this to your Assessor  
at the **START** of your DofE activity.



## VOLUNTEERING

Assessors cannot be related to a DofE participant. They should be an 'expert' in the chosen activity (such as the activity leader). DofE Leaders must approve the choice of Assessor for each section.

My name: \_\_\_\_\_ eDofE ID No: \_\_\_\_\_

### Assessor's Guidance Notes

Thank you for your time and commitment offering to assess me for the Volunteering section of my DofE programme.

I hope that you will enjoy your involvement, helping me through the section and to get the most from my activities and complete this section.

For this section of my **Bronze** DofE programme, I have to give practical voluntary service to individuals, the environment or my community over a set period of time. I need to spend the following length of time regularly doing my volunteering activity, averaging at least one hour a week:

Participant to  
write number of  
months here

**months**

#### Can you please:

- Understand what I want to get out of it and help me set my goals
- Help me with advice, training and supervision as needed
- Support and encourage me while I'm volunteering
- Be available throughout my volunteering time and monitor my progress
- Do a final assessment at the end – discussing my experiences, how I developed and reached my goals.

When I have completed the time requirements and achieved my goals, please can you register your comments on my progress by the suggested methods overleaf. This will be my evidence of completing my Volunteering section.

## **The Volunteering section**

**Aim:** To inspire young people to make a difference within their communities or to an individual's life and develop compassion by giving service to others.

### **Completion of the section**

Young people have met the DofE requirements if they've volunteered regularly, averaging at least one hour a week over the agreed time and if they've demonstrated effort, perseverance and improvement.

### **Your Assessor's report**

Please take the time to think about what evidence you provide. You can talk about training, team contribution (if applicable) and achievement of their personal goals.

What you write will celebrate the achievement of the young person and will form part of their permanent record of their DofE programme. So please make your comments personal, positive and engaging. Remember to include the activity start and end dates.

#### **Online**

To enter your report online, visit [www.DofE.org/assessor](http://www.DofE.org/assessor) (or scan this QR code) and follow the instructions. You will need the participant's name, their eDofE ID number, their DofE level and the section you have assessed.



*or...*

#### **On paper**

Please fill in your comments on the Assessor's Report sheet which the participant received in their *Welcome Pack* and will hand to you at the end of their activity. Return this to the young person, who will scan it and upload it into eDofE, our online system. You can also supply a certificate, letter etc. for them to scan.

Detach and hand this to your Assessor  
at the **END** of your DofE activity.



## ASSESSOR'S REPORT VOLUNTEERING

### To the participant

Remove this sheet, fill in your details on the other side and hand it to your Assessor when you have completed the activity for the required period of time.

If your Assessor chooses to complete their report online, it will be sent to your DofE Leader to approve. If the Assessor completes this form, when they return it to you completed and signed, scan or photograph it and upload it to eDofE, marking it as an '**Assessor's report**'. When it has been approved you will see it appear in your Evidence folder in eDofE. **You can then submit this section for sign-off.** You can also add your own comments in eDofE.

### To the Assessor

Thank you for assessing this participant in their volunteering activity for their Duke of Edinburgh's Award.

To achieve an Award, participants need to prove what activities they've been doing, how they've progressed and how they've met the goals they set for each section. Please complete your report online at:



**[www.DofE.org/Assessor](http://www.DofE.org/Assessor)**

You will need the information in the top right-hand box of the other side of this sheet to make your report. Alternatively, you can write your comments in the space provided overleaf and return this sheet to the participant.

### What to include in a report:

Please describe the achievements of the participant as they undertook this section. Say how they met their goals, what skills they have developed and mention any memorable things that they accomplished. Please remember to keep your comments personal, positive and encouraging.

Thank you for supporting young people with their DofE activities.

