

VR056 - Volunteer Role – Duke of Edinburgh (DofE) Expedition Assessor

Role Purpose

The purpose of this Volunteer Role is to assess expeditions of groups seeking to complete **Duke of Edinburgh Awards (DofE)**.

The volunteer will be required to undertake duties in relation to the Aberdeenshire DofE Expedition Assessor role within the scheme and provide their time and expertise for no financial reward.

The role does not legally permit a Disclosure Scotland/PVG check to be undertaken on the potential volunteer. This is based on the role operating with having no opportunity for unsupervised contact with children.

Duties may include;

- To provide supportive, encouraging and inspirational feedback to the group/s of participants in the DofE scheme when they are out on expedition.
- To carry out quality assurance assessment in both written and verbal form for specific expeditions, to check the 20 DofE conditions, good practice and competence, is being achieved by participants.
- Ensure written reports are submitted via DofE for each assessed participant.
- To commit to the CPD modular DofE training framework.
- To ensure DofE standards are adhered to.

Abilities, Skills and Qualifications:

- To be familiar with the aims, requirements of the 20 DofE conditions, having a sound knowledge of the Handbook of DofE Leaders & Expedition Guide, and additional expedition knowledge.
- Good listening skills, with ability and experience to communicate well with adults and young people, building positive relations.
- Ability to organise and plan effectively, including monitoring own tasks and time.

Essential training

- Aberdeenshire Council Volunteer Induction
- Aberdeenshire Child Protection.
- Aberdeenshire Data Protection.
- DofE EAAS Assessor module.

Desirable

- First Aid
- Lowland Leader Award.
- Hill & Moorland Leader
- Navigation & Hill Skills.
- Summer Mountain Leader
- Low Hills Qualification.

The purpose of this document is to indicate the general tasks involved and not to form an exhaustive list of detailed activities. The above tasks will develop in line with the volunteering role through induction, training and experience.

Pre volunteering checks that are required prior to commencing in this volunteer role include Eligibility to Work in the UK and a Reference. An offer of volunteering by Aberdeenshire Council will be subject to the outcome of these checks being satisfactory.

For a person to be eligible to work and volunteer in the UK they must provide proof through valid documentation. The lists of acceptable documentation, as outlined by the Home Office, indicate the different documents that can be provided. Please note that in some cases a combination of documents will be presented. Documents from List A ([link](#)) demonstrate an ongoing right to work or volunteer in the UK. Documents from List B ([link](#)) demonstrate that the individual has a time limit on their right to work or volunteer in the UK. . An individual should not continue in employment or volunteer placement beyond the expiry date on the documentation unless further documents are presented.

Please refer to the Volunteer Procedure for full requirements.