**Participative Democracy Certificate Proposal**

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| **PART ONE: ORGANISATION & GROUP DETAILS** |
| Name of Organisation: |
| Name of Group: |
| Named Contact: |
| Address: |
| Email address: |
| Telephone number: |
| Number of young people expected to participate: |
| Anticipated Start Date: |
| Anticipated Completion Date: |

**\*Below, some learning outcomes feature in more than one part of the award. Candidates should be meeting these outcomes during each part of the award they're featured in.\***

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| **PART TWO: PROGRAMME DETAILS** | | |
| **ASSESSED RESEARCH ACTIVITY (4 hours)**  Please provide details of the proposed research activity which will demonstrate that the participant has achieved the corresponding learning outcomes: | | |
|  | **Learning Outcomes** | **Evidence Source** |
| Participants will be able to:   * Undertake appropriate research techniques identifying the priority issues of their peer group. ***(1.1)*** * Illustrate their research evidence in order to present their findings to peers. ***(1.2)*** * Appraise the priority issues/needs of their research findings***.(1.3)*** * Present their illustration of research findings. ***(1.4)*** * Compare their findings with other local sources. ***(1.5)*** | Copy of the research methods and subsequent findings  Individual Observation Report: Task 1 |

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| **TRAINING PROGRAMME (6 Hours)**  Please provide details of the proposed training activities for each of the topics listed below which will demonstrate that the participant has achieved the related learning outcomes: | | |
| **A. Developing Ground Rules:** | **Learning Outcomes** | **Evidence Source** |
|  | Participants will be able to:   * Negotiate priorities for confident and safe participation. ***(2.1)*** * Establish ground rules, foundation stones. ***(2.2)*** | The participant’s personal reflection  The Lead Youth Worker’s Observation Report |
| **B. Communication Skills:** | **Learning Outcomes** | **Evidence Source** |
|  | Participants will be able to:   * Demonstrate communication skills through group and paired activities. ***(2.3)*** * Identify and articulate communication skills. ***(2.4)*** * Support and promote communication by peers ***(2.5)*** * Demonstrate an ability to communicate effectively with their peers. ***(2.6)*** | The participant’s personal reflection  The Lead Youth Worker’s Observation Report |
| **C. Group Work & Team Building Skills:** | **Learning Outcomes** | **Evidence Source** |
|  | Participants will be able to:   * Discuss productive team membership. ***(2.7)*** * Discuss presentations within a group setting. ***(2.8)*** * Identify skills and roles of team members and relate to the group. ***(2.9)*** * Work within a team. ***(3.1)*** * Recognise and demonstrate practice of group work process. ***(3.2)*** * Identify leadership styles and qualities. ***(3.3)*** * Identify mechanisms and activities which must be undertaken within the group ***(3.5)*** * Establish roles and responsibilities of group members. ***(3.6)*** | The participant’s personal reflection  The Lead Youth Worker’s Observation Report |
| **D. Decision Making Skills:** | **Learning Outcomes** | **Evidence Source** |
|  | Participants will be able to:   * Demonstrate communication skills through group and paired activities. ***(2.3)*** * Demonstrate an ability to communicate effectively with their peers. ***(2.6)*** * Work within a team. ***(3.1)*** * Make joint decisions ***(3.11)*** | Individual Observation Report: Task 2  The participant’s reflective journal/diary  The Lead Youth Worker’s Observation Report |

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| **RECORDED PRACTICE (8 Hours):**  Please provide details of the proposed group decision making activities which will demonstrate that the participant has achieved the related learning outcomes: | | |
|  | **Learning Outcomes** | **Evidence Source** |
| Participants will be able to:   * Demonstrate communication skills through group and paired activities. ***(2.3)*** * Support and promote communication by peers ***(2.5)*** * Demonstrate an ability to communicate effectively with their peers. ***(2.6)*** * Work within a team. ***(3.1)*** * Recognise and demonstrate practice of group work process. ***(3.2)*** * Identify leadership styles and qualities. ***(3.3)*** * Define the purpose of the group ***(3.4)*** * Identify mechanisms and activities which must be undertaken within the group ***(3.5)*** * Establish roles and responsibilities of group members. ***(3.6)*** * Clarify and understand the role of stakeholders ***(3.7)*** * Actively participate in a group discussion. ***(3.8)*** * Appraise options comparing them with wider criteria. ***(3.9)*** * Assess suitability of options. ***(3.10)*** * Make joint decisions ***(3.11)*** * Take account of other identified local priorities. ***(3.12)*** * Agree a priority list for the group participants. ***(3.13)*** | Minutes/Note of group meetings attended: These should include duration of meeting, attendance list and agenda covered  Individual Observation Report: Task 2  The participant’s reflective journal/diary  The Lead Youth Worker’s Observation Report |
| **REFLECTION/RECORDING (2 Hours)**  Please provide details of the proposed methods of evaluation which will support the participant to demonstrate the related learning outcomes: | | |
|  | **Learning Outcomes** | **Evidence Source** |
| Participants will be able to:   * Construct a portfolio with minutes and recordings from the decision-making process. ***(4.1)*** * Evidence their reflections on the process. ***(4.2)*** | Completed Portfolio  The participant’s reflective journal/diary |

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| **PART THREE: DELIVERY TEAM DETAILS** |
| We need the following roles to be filled by 3 different people for programme delivery:   * Lead Youth Worker who is competent/qualified in youth work responsible for the overall delivery of the programme (completes Lead Youth Worker Observation Report at the end) * Assessor who has experience with youth awards (completes 2 individual observation reports for each young person) * Independent person who could act as an internal moderator to ensure consistency of standards, ideally with experience in moderation   Depending on availability of staff, the following roles can be flexible and aren’t mandatory:   * Trainer (this role doesn’t have to be covered by a 4th staff member and instead could be done by the lead youth worker or the assessor) * Support Worker who will be on hand to help with programme delivery and meet the needs of the young people involved. (This role can be left blank if staffing is limited but filling the role helps towards successful programme delivery) |
| **Provide details of the Lead Youth Worker** |
| Named Contact: |
| Experience/Qualifications: |
| **Provide details of the Trainer (if applicable)** |
| Named Contact: |
| Experience/Qualifications: |
| **Provide details of the Support Worker (if applicable)** |
| Named Contact: |
| Experience/Qualifications: |
| **Provide details of the Assessor** |
| Named Contact: |
| Experience/Qualifications: |
| **Provide details of the Internal Moderator** (They should be independent to the programme) |
| Named Contact: |
| Experience/Qualifications: |