



A Guide for Participants - The Gold Award

Welcome to the Duke of Edinburgh's Hillary Award - you've taken up the challenge to get out of your comfort zone and explore the world around you.

Your Award Leader should always be your first point of contact for any questions you have about the Award. Please read through the steps below before you start to complete your Gold Award correctly.

1 How to Start:

Choose what you are going to do for each of the three sections of the Award - Physical Recreation, Skills, Voluntary Service. Check what you have chosen meets Award Criteria. While participating in physical activity may require skill, for the purpose of the Award playing sport/doing physical activity comes under the Physical Recreation Section only.

Physical Recreation - *If you break a sweat, it's Physical Rec!*

Skills - *If you think more than you sweat, it's a skill!*

Voluntary Service - *Give back!*

There is also an [Adventurous Journey](#) and a [Residential Project](#) to complete, more information below.

2 Assessors:

Choose [Assessors](#) for each activity. An Assessor is a suitably skilled, experienced, and/or qualified Adult **who is not a family member** and ideally not your Award Leader. Your Assessor should help you set your goal and they personally need to oversee what you are doing at least once every 28 days, mentor you and monitor improvement.

3 Setting up your Online Record Book:

Enter your chosen activity, [goal/aim](#) and assessor details in the ORB for your Award Leader to approve. This needs to be done **BEFORE** you start your activity. Step by step instructions can be found [here](#). Your Goal/aim should reflect how you meet the criteria.

4 Logging your Activity:

Once approved by your Award Leader you can start logging each time you do your activity. An average of one hour per week on each section for a minimum of 12 months is required. After your first log of one hour, you may log 2 hours per fortnight or 4 hours every 28 days in subsequent logs if your activity only happens fortnightly or monthly. Your logs should reflect your goal/aim and activity. You can add a second or third activity but you will need a second and third assessor, instructions can be found [here](#).

If you are a direct entrant to Gold ie you haven't completed the Silver level then you must be a minimum of 16 years of age and you will need to complete a further 6 months in one of the activity sections - Skills, Physical Recreation or Voluntary Service.

5 Adventurous Journey:

Please make sure your Adventurous Journey meets Award criteria which can be found [here](#). Activities should take place in the following order:

Preparation and Training ---> Practice Journey ---> Qualifying Journey

The Practice Journey requires 2 days and 1 night involving 8 hours of purposeful activity per day. The length and/or number of practice journeys required will depend upon the ability of the group; this is a decision for the Award Leader, Assessor or Journey Provider.

The Qualifying Journey requires 4 days and 3 nights involving 8 hours of purposeful activity per day. The practice journey should be as similar to the qualifying journey as possible to ensure you are sufficiently prepared, eg if you chose to do your practice journey on a boat then your qualifying journey must also be on water.

6 Residential Project:

The Gold Residential Project is an additional section at Gold level. You must ensure your chosen project meets Award [criteria](#). The Residential Project requires you to be away from home for a minimum of five days and four nights, involved in 8 hours of purposeful activity per day and you should be with people you don't already know. You can read more about the Residential Project [here](#).

7 Getting a Section Assessed:

When your hours are complete you can send your logs to your Assessor. Step by Step instructions can be found [here](#).

8 Award Leader Approval:

Once your Assessor has completed their report you will then be required to send your section to your Award Leader for sign off. When every section is complete you can send your whole Award to your Award Leader who will forward your Award to National Office for verification.

9 National Office Verification:

Once National Office receives your Award you will receive a confirmation email to let you know we have received it with a link asking for your most up to date email address and ceremony preference (Please make sure you update your email with a personal one rather than a school one as you will receive your digital certificate and ceremony invitations through this email address). Your Award will then be checked by Award staff, please be aware this can take between 2 weeks and 8 weeks depending on the amount of Gold Awards that have come in. You will be contacted if there are any queries with your Award.

When your Gold Award has been verified you will receive digital copies of your Record of Achievement, Gold certificate and badge. You will be presented with a physical copy of your Gold Certificate at a Gold Award Ceremony and a physical gold badge is available on request.

10 Ceremonies:

We host three Gold Award Ceremonies each year. Ceremonies are in Auckland, Wellington and alternate years in Christchurch or Dunedin. You will be contacted approximately 3 months prior to a ceremony date via email which requires you to RSVP if you wish to attend or not. This is an automated process so if you do not respond we will not be contacting you and you will be placed on the waitlist for the next ceremony in the area you chose. You will also receive your official ceremony invitation via email.