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challenge?



## What is the DofE Business Gold Award?

- An 18-month personal development programme to develop essential skills for life and work
- It is delivered jointly by DofE, Amey and Peak Pursuits – and requires high levels of commitment by the participants
- To be eligible to take part employees must be under 23 years old
- The Award is made up of 5 modules requiring participants to complete the following activities:
  - ✓ **Volunteering** - in your community
  - ✓ **Skills** – develop your essential skills
  - ✓ **Physical** - take part in sustained physical exercise
  - ✓ **Residential** - go on a 4 night residential learning experience
  - ✓ **Practice and Qualifying Expedition** - complete a 3 day practice and 4 day examined expedition



On completion each participant is invited to the Gold Award Presentation (GAP) where they'll be presented with their Award by a member of the Royal Family at one of the Royal Palaces in London or Edinburgh

## Why does Amey support and run the DofE Business Award?

- To provide a life-changing opportunity to circa x30 young Amey people early in their career and to help develop their essential skills
- To help uncover talent and build our future leaders within Amey
- To deliver on our Social Value commitments to support and invest in young people
- To build a strong reputation for an organisation that invests in young people
- To offer a programme that supports our wider objectives on community volunteering and health and wellbeing



## The Essential Skills Framework

- A set of essential skills for individuals to thrive in education and employment
- Essential skills are those which 'almost everyone needs to do almost any job. They are the skills that make specific knowledge and technical skills fully productive'.



- We will embed these essential skills throughout the DofE Gold Business Award, measuring and monitoring progress and development. These skills will:
  - ✓ Have the greatest immediate impact on the employees' ability to add value to your account.
  - ✓ Best position for employees to transition out of their 18 month programme – either to a more advanced role or with a more developed skillset.



// “I applied for the DofE to further myself within the company and my career. Enrolling in the DofE is a fantastic challenge I’ve set myself which will push me to more achievements. It is a great opportunity for me to give something back to the community and the environment.

***Paula Budnik,***  
*Senior Administrator, Amey*



# What does great delivery of the DofE look like?



## Amey Young People:

- ✓ Committed to achieving the award, with support throughout
- ✓ Have a personal and positive impact from completing the award
- ✓ Developed their essential skills
- ✓ Become DofE champions for Amey – acting as internal & external advocates
- ✓ Go on to achieve internal promotion and are recognised within Amey – our future pipeline of talent

## Amey People Managers:

- ✓ Support their young people to join and complete the award
- ✓ Are supported and engaged throughout the award
- ✓ Recognise the benefits of personal development within the workplace
- ✓ Act as DofE advocates and promote the benefits of the DofE Gold Award to other employees/people managers within Amey

## Amey:

- ✓ To achieve at least an 80% completion rate
- ✓ A group of Amey young people role models – to support internal/external promotion of our Amey values
- ✓ Can clearly demonstrate the impact and Return on Investment
- ✓ Internal promotion and identify future leaders

## What changes have we introduced in 2022?

- We will be increasing the support and engagement with 'People Managers' throughout the programme.
- We will be mapping intended impacts and benefits through the creation of our very first DofE Dashboard, and measuring and monitoring throughout
- All participants will get regular 1-2-1 catch up calls with an Amey Champion – to ensure participants are on track
- We will further embed the 'Essential Skills' framework throughout the 18-month programme – to allow participants to develop and work on those vital skills
- On completion, participants can request a mentor within Amey for 1 year to help support their career aspirations





*The whole DofE Award programme was an amazing experience and the volunteering element really stood out as an opportunity to get out of my comfort zone, meet new people and further develop my skills.*

**Bilal Valley,**  
Engineering Degree Apprentice, Amey Consulting





# 2022/2023 DofE Schedule

Amey 18-month DofE Cycle																	
Module Section	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	December	
<b>Residential</b>	Participant preview meeting prior to DofE sign up																
Duration - 5 days / 4 nights				5 days/4 nights													
<b>Skills</b>																	
Duration - 6 months						4 hours	4 hours	4 hours	4 hours	4 hours	4 hours						
<b>Physical</b>																	
Duration - 18 months		4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours
<b>Volunteering</b>																	
Duration - 12 months						4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	4 hours	
<b>Expedition</b>																	
4 days / 3 nights													Practice 4 days / 3 nights	Expedition 4 days / 3 nights			

## What are the key dates?

- **Application Opens:** Monday 9<sup>th</sup> May 2022
- **Application Closes:** Friday 24<sup>th</sup> June 2022

## What are the planned communications?

- Our DofE Award website - <https://www.amey.co.uk/DofE> and associated branded collateral
- Email & engagement plan with key and targeted stakeholders incl. relevant People Managers, Accounts, Social Value champions etc
- DofE Online workshops - Tuesday 10<sup>th</sup> May 12pm (Eligible Employees) and Thursday 12<sup>th</sup> May 12pm (People Managers)
- Use of all channels – Yammer, Hub, Social Media etc
- Amey World article



**The Duke of Edinburgh's Gold Business Award**

Go the extra mile, gain new skills, push yourself physically, help others and explore new places. Gain friendships, experiences and memories that will last a lifetime - and have lots of fun too!

The award is run over an 18-month period and there are five modules and an awards presentation included. Visit [amey.co.uk/dofe](https://www.amey.co.uk/dofe) for more information.

**Residential 7 - 11 Sept 2020**

- Meet your new team
- Introduction to DofE
- Outdoor teambuilding exercises
- Expedition Training
- Learn eDofE (online platform)
- Understand the modules
- Fun, engaging activities

**Business Skills 6 months**

- 1 hour a week or 4 hours a month
- Increase your personal development skills
- Complete a Skills Gap analysis with your People Manager
- Choose either a Job Shadowing or Mentoring activity
- 6-month goal – set with your People Manager

**Volunteering 12 months**

- 1 hour a week or 4 hours a month
- Support a charity for the year – Amey's Employee Chosen Charity, the specific chosen charity or a charity close to your heart
- Create your annual fundraising / volunteering calendar
- 12-month goal – to be set at the Residential

**Physical 18 months**

- 1 hour a week or 4 hours a month
- Choose a physical activity or sport you already do
- Learn a new team, individual or extreme sport and challenge yourself
- Increase your fitness levels to get yourself ready for the Expedition
- 18-month goal – set your yourself a personal goal

**Practice Expedition 7 - 11 June 2021 Expedition 26 - 30 July 2021**

- Self-sufficient activity in wild country
- Your map skills will be tested!
- Experiences you will never forget!
- The Expedition is what you're working towards.

**Gold Award Presentation date tbc**

- You'll be presented with your Gold Award by a member of the Royal Family at one of the Royal Palaces in London or Edinburgh
- A way to celebrate your fantastic achievement
- Attended by senior members of Amey and celebrities.

Creating **better** places to live, work and travel

# Fulfilling career pathways and ambitions



“ Since completing the DofE, I have experienced many roles within the waste treatment division of Amey. The DofE helped me develop a deeper understanding of myself and the communities in which I work and live.

“7 years on, I am Operations Manager for the Materials Recovery Facility, Cambridgeshire - responsible for overseeing the processing of 1,500–2,000 tonnes of Cambridgeshire’s recycling each week; managing an £8m annual P&L and serving a team of 80 workers with honest, professional and authentic leadership.

“I am so proud to be serving my local area in this way and I am thankful for the ways Amey has supported me to propel me to this point in my career.”

***Fran Hawes,***  
*Operations Manager*



# The DofE Awards Module

1. Residential
2. Volunteering
3. Business Skills
4. Physical
5. Practice and Expedition

Gold Award Presentation (GAP)

## Residential (5 days and 4 nights)

**Monday 5<sup>th</sup> – Friday 9<sup>th</sup> September 2022**

**Location: Underbank, Peak District**

- First time you will meet the rest of the group!
- A variety of engaging teambuilding and evening activities
- We will run through the DofE Gold Award programme in more detail (launch each module and explain what it involves)
- Opportunity to take part in a volunteering activity for one afternoon
- The Skills Builder will present and introduce the 'essential skills' framework, where you will complete a 'self evaluation' against these essential skills.
- An Amey presence will be available throughout the residential to ensure enjoyment and to be a point of contact for the participants – also Amey management/leadership team may be invited to parts
- Learn navigation skills, map reading & plan your route – you will be going on a 1 day 1 night hike!





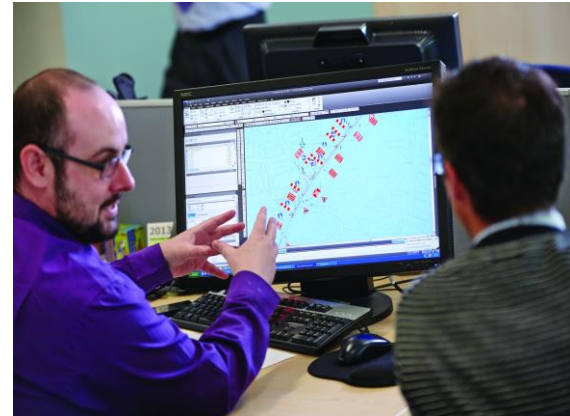
## 2. Volunteering Module (12 months)

- **Task - to be chosen by the individual and be set at the residential**
- Either 1 hour a week or 4 hours a month
- What are you passionate about? How can you make a difference?
- Become a Charity Champion – aligns with the wider Amey 'chosen charity or corporate charities or you can choose a charity close to your heart!
- Support your local community – volunteer at your local sports club (e.g. coaching/become a referee) or support your local community centre
- Help improve the environment – aligns with the wider Amey 'environmental goals' or is there a need within your community



### 3. Business Skills Module (6 months)

- **Task - employees will work on developing their essential skills**
- Either 1 hour a week or 4 hours a month
- Employee will complete their 'self assessment' against the essential skills at the residential. This will identify which skills they need to develop.
- Employee to discuss their 'self assessment' with their People Manager and to identify which skills they would like to focus on (agreed with People Manager)
- People Manager to arrange either weekly or monthly tasks/activities (in line with their job role) to help develop those skills
- The Skills Builder also provides a 'Launchpad' for employee to complete online modules (45 mins)
- *6 month goal – People Manager to set this*



## 4. Physical Module (18 months)

- 1 hour a week
- Participants to choose their own physical activity for this section
- Can be an existing sport or exercise they already take part in
- They must demonstrate they have a goal at the end of the 18 months, e.g. to be the top goal scorer, to be the captain of their team or to be able to walk a longer distance
- If participants are struggling, they can include walking to places, e.g. the bus or a friends house.
- This section is to help them increase their fitness levels for the expedition – which can be challenging!
- Essential for participants to understand the importance of this section, as the biggest reason for dropouts is because they are not fit enough to complete it.



## 5. Practice and Expedition

- Self-sufficient planned hike in wild or open country
- This is what you're been working towards – the final challenge!
- You complete your expedition in teams of 4-7
- Your map skills will be tested!

### Practice Expedition dates

Monday 5<sup>th</sup> – Friday 9<sup>th</sup> June 2023

### Final Expedition dates

Monday 24<sup>th</sup> – Friday 28<sup>th</sup> July 2023





## Gold Award Presentation (GAP)

- Gold Award Holders are invited to attend a DoFE Gold Award Presentation (GAP) where they'll be presented with their Gold Award by a member of the Royal Family at one of the Royal Palaces in London or Edinburgh – also attended by celebrities!
- A member of Amey Senior Management team to attend
- One People Manager will be invited (will be awarded to someone who has supported their employee throughout the programme)
- A way to celebrate success with our Gold Award Holders – we will be looking at ways to celebrate with our employees, e.g. dinner / drinks after
- Give Gold Award Holders an opportunity to present back to the group on their experience





## Impact case studies

“Since completing the DofE, I have experienced many roles within Amey. I am now an Operations Manager looking after a team of 80 workers. The DofE helped me develop a deeper understanding of myself and helped support me to propel in my career.”

“The DofE has helped me improve my skillset; my communication skills, my confidence and my networking skills, which I have used to progress in my career. The DofE has inspired me to progress within Amey and gave me extra belief that I could achieve more”

# Impact

“When I started my DofE, I was a Trainee Engineer, now I’m a Senior Civil Engineer and a team leader too! The DofE has helped me to adapt to different situations and change. When I applied for my current role, I had so many experiences to talk about from completing my award and make me stand out”

“I had always suffered with anxiety when it came to change and new experiences. The DofE helped me learn to break these down and turn the negative thoughts into positive ones. Since achieving the award, my mental health has come along unimaginably.”