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| **Programme Title** | **Duke of Edinburgh Digital Champion Training and Volunteering in the local Community 12 Week Rolling Programme** |
| **Programme Delivery:** | 3 weeks online/self-guided training and 9 weeks face to face in a community digital hub |
| **Age Requirements** | Available for volunteers who are 14-19 |
| **Start date** | **As and when required** |
| **Location** | **Essex Wide** |

**What’s the programme about?**

Complete digital champions training with Barclays Digital Wings over 3 weeks or at your own pace. The remaining weeks will be spent supporting residents with utilising the online learning modules via Learn my Way, helping, encouraging and motivating people with lower digital skills to get online safely.

**Aims and learning outcomes:**

* This is an opportunity for you to develop your digital and communication skills in helping people to develop the confidence and skills to get online, reducing digital exclusion and loneliness.
* The Barclays Digital Wings platform will enable you to train as a digital champion and then have access to other training to develop your skills. Including an employability module that will help you to understand how to showcase to employers, your voluntary experience both on your CV and on LinkedIn.
* We will also teach you about the work of the Good Things Foundation in providing people who need it most with free SIM cards/vouchers to be able to get access to the online world through mobile connectivity.
* Every hour you volunteer your time, you will be contributing to social value in your local community.

**How do you get started?**

To get involved with this programme, you will need to sign up to become a Digital Champion with Barclays [here](https://digital.wings.uk.barclays/register?code=DC22Champs).

**What does the programme involve and how will it be delivered?**

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| Week No# | Number of mins | Location | Training/Delivery |
| 1 | 90 | **Compulsory** Online –  Teams  virtually supported | Barclays Digital Wings online guided virtual training covering:  **Becoming a Digital Champion**  Learning outcomes:   * Describe the steps necessary to become a Digital Champion * Explain the role * Understand and demonstrate the importance of effective communication to better support people * Explain how you can personalise the way you help someone to cater for their individual learning needs or style * Explore the resources available to you on Digital Wings |
| TBC | **Optional**  **Enhanced DBS check through the local library (if students working at a library)** | Once you’ve signed up to the programme, we will need to work with a local Essex County Council library to sign you up as a volunteer and apply for an enhanced DBS check. This will enable you to work safely in the local community at a number of different sites. |
| 2 | 90 | **Compulsory**  Online –  Teams  virtually supported | Barclays Digital Wings online guided virtual training covering:  **Digital Basics**   * Support someone in establishing their starting point for their learning journey, so you can provide the right help * Demonstrate a range of tasks to help someone to ‘get started’ online * Explain how you can encourage others to continue exploring and connecting with others * Describe how to support others with additional needs |
| 3 | 90 | **Compulsory**  Online –  Teams  virtually supported | Barclays Digital Wings online guided virtual training covering:  **Fraud and Scams**   * Confidently explain the difference between a fraud and a scam to those you’re helping * Describe the techniques often used by fraudsters to better protect yourself and the people around you * Demonstrate and explain top safety tips * Explain what to do if someone falls victim to fraud or a scam * Get access to learning material to support your local community |
| 90 | **Optional** Online – self-directed learning | Barclays Digital Wings self-guided online training covering:  **Employability**   * Understanding how to write about your experience as a volunteer on your CV * Understanding how to use LinkedIn to share your experiences and build a network |
| 60 | **In person training** | Learn about the Good Things Foundation, the National Databank offering free SIM cards/vouchers to people who are 18+, on low income and have little/no mobile connectivity at home or out and about.  Learn how to survey local residents and then support them with understanding how to use their SIM card/voucher. |
| 4 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 5 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 6 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 7 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 8 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 9 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 10 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules. |
| 11 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules.   Develop some handover notes for the next group of DofE volunteers who are going to support this programme.   * Include things you’ve learned, short-cuts and any best practice. |
| 12 | 60 | In person | Supporting local residents in utilising the self-paced digital inclusion modules available on Learn my Way.   * Answering queries and encouraging and motivating participation with the modules.   Staff at the centre you are attached to will complete your paperwork for DofE. |
| Total: | 16 hours |  |  |