

## Appendix 4:

### Glasgow Kelvin College's Community Achievement Awards programme

The awards are context-independent and designed to support and recognise and accredit learning and achievement in a community setting.

The awards are designed to allow people involved in, assisting in the delivery of, delivering or developing community activities the opportunity to design their own learning regarding personal milestones and achievements in partnership with varying levels of community participation.

The awards framework has been developed to provide academic recognition and additional personal value to volunteering, community based and social justice based projects, recognising the impact of collective efforts in supporting community based organisations and groups and supporting people in development of their personal and group capacity.

The Awards are intended to provide people supporting their communities with the opportunity to progress with their own journey and also the space to encourage others around them into a learning or personal development capacity.

The Awards were originally developed in response to the Thriving Places priority of Glasgow's Single Outcome Agreement

The awards are designed to recognise and accredit learning in a community setting and are based around a 3 stage process:

- **Planning** – choosing an activity and setting milestones
- **Implementing** – carrying out activity as outlined in planning stage
- **Evaluating** – reviewing success, thinking about what could have been done differently, identifying learning and looking at the benefits to the self and others

A Glasgow Kelvin College Community Learning and Development worker will support candidates and mentors throughout the process (depending on partnership arrangements).

Candidates will meet face-to-face with community workers at least once during the 3 stages outlined above.

Alternatively, organisations can be trained and supported to deliver the awards themselves with guidance from the College's Community Learning and Development workers.

### Award Levels

There are four different levels of the Community Achievement Awards and each of these are credit-rated within the Scottish Credit Qualifications Framework.

The Scottish Credit and Qualifications Framework enables both providers and learners to understand the level and value of their learning.

Levels 4, 5 and 6 supports direct progression from one level to the next and each award has different requirements in terms of commitment and responsibility.

<b>4 credit points at SCQF Level 4:</b> <b>40 hours of <i>getting involved</i></b> in community activities	The same level as National 4 or Intermediate 1
<b>4 credit points at SCQF Level 5:</b> <b>40 hours of <i>assisting in the delivery of community</i></b> activities	The same level as National 5 or Intermediate 2
<b>6 credit points at SCQF Level 6:</b> <b>60 hours of <i>delivering community</i></b> activities	The same level as Highers
<b>8 credit points at SCQF Level 7:</b> <b>80 hours of <i>developing</i></b> community activities	The same level as Higher National Certificate

Full details of the requirements of each level will be provided with the qualification booklet.

Each booklet needs to be completed by each candidate and also signed off by a witness who has seen the learner take part in community activities. This is to confirm the hours they have completed and the level of responsibility that the candidate took.

At the end of each level there is an opportunity for the learner to consider what they do next, at the same level or progressing to a higher level of responsibility if they want – or the college CLD workers can provide information about other College programmes which support community learning and development.

The Awards are designed to be completed with appropriate support from a College or partner community worker, health worker etc. acting as a mentor to the candidate.

Glasgow Kelvin College Community Achievement Awards are designed to support people in helping their communities thrive.

The Awards come at 4 levels, benchmarked against the Scottish Credit and Qualifications Framework as:

<b>4 points at SCQF Level 4</b>	<b>Getting Involved in Community Activities</b>	
	<ul style="list-style-type: none"><li>• Deciding what kind of things you would like to be involved in;<ul style="list-style-type: none"><li>○ Take a look at the options you have to join in;</li><li>○ Decide something to join in with;</li></ul></li><li>• Making a plan;<ul style="list-style-type: none"><li>○ Include your main milestones</li></ul></li><li>• Getting involved;</li><li>• Keeping a record;</li><li>• Talking to your community worker about your involvement;</li><li>• Thinking about what you've gained, and learnt from getting involved;</li><li>• Thinking about what you would do differently if starting again;</li><li>• Thinking about what other people have gained from your involvement; then,</li><li>• Doing more, or helping to deliver it or do something else based on what you've learnt</li></ul>	<b>40 hours</b>

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<b>4 points at SCQF Level 5</b>	<b>Assisting in the delivery of Community Activities</b>	
	<ul style="list-style-type: none"><li>• Deciding what you could help with;</li><li>• Talking to the people managing the service about what help they would like (this can be done in conjunction with your community worker);</li><li>• Agreeing your role in helping out;</li><li>• Making a plan;<ul style="list-style-type: none"><li>○ Including any training you'll need to begin with;</li><li>○ Including your main milestones;</li></ul></li><li>• Assisting the people managing the service;</li><li>• Keeping a record;</li><li>• Talking to your community worker about your role and what difference you're making;</li><li>• Thinking about what you've gained, and learnt, from helping to deliver a service for other people;</li><li>• Thinking about what you would do differently if starting again;</li><li>• Thinking about what difference you've made to other people by helping to deliver a service; then</li><li>• Doing more, or helping with another aspect of it or delivering something else based on what you've learnt.</li></ul>	<b>40 hours</b>

6 points at SCQF Level 6

### Delivering Community Activities

- Deciding what you're going to deliver;
  - What need is there in your community?
  - Are you going to do something new or take over from someone else?
  - What's involved in making it happen?
- Making a plan;
  - Include any training you'll need to begin with;
  - Include your main milestones;
  - Include appropriate risk assessment and/or health and safety requirements;
  - Include details of the planned activity e.g. budget, advertising, venue/location etc.
- Delivering the activity;
- Thinking about what you've gained, and learnt, from helping to deliver a service for other people;
- Thinking about what you would do differently if starting again;
- Thinking about what difference you've made to other people by helping to deliver a service; then
- Deliver more, or develop it or do something else based on what you've learnt.

**60  
hours**

8 points at SCQF Level 7

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### Developing Community Activities

- Gathering feedback on the service from customers and partners;
- Deciding what needs to change based on the feedback and use this to ;
- Presenting a rationale for the activity you are going to develop;
- Planning the changes;
- Identifying your aims and objectives;
- Identifying appropriate training requirements;
- Including your main milestones;
- Including appropriate risk assessment and/or health and safety requirements;
- Including details of the planned activity e.g. budget, advertising, venue/location etc.
- Making the changes;
- Gathering feedback from customers and partners about the impact of the changes;
- Deciding if there are any further adjustments needed and make recommendations for any future delivery; then
- Evaluating the outcome(s) of the activity (with particular emphasis on the changes you have made) and reporting your findings to the appropriate customers and partners.

**80  
hours**