

THE SOVEREIGN'S AWARD

INFORMATION PACK



The Sovereign's Award is the premier youth award in St John Ambulance. This is an international award and is the only award to bear the personal signature of the Sovereign Head of the Order.

The Award has been established to recognise the outstanding achievement of members of St John between the ages of 16 and 25. It aims to provide opportunities for young members to develop initiative, broaden their knowledge and experience and encouraging personal achievement.

The Sovereign's Award is awarded to young members in recognition of outstanding work in *three key areas*:

- personal development
- benefit to St John Ambulance Australia
- benefit to the community.

The Award ranks immediately senior to the Grand Prior's Award.

WHO CAN APPLY?

If you are aged between 16 and 25 years, you can apply to complete your Sovereign's Award.

To be eligible, you need to have either:

- your Grand Prior's Award
- Gold Southern Cross Award
- 1,000 hours of recognised service*

Members from any service of the organisation can apply for the Award (i.e. First Aid, Community Care, Training or Ophthalmic Services).

You also need to appoint a mentor for the duration of your project. Your mentor is there to assist you during the life of your project (or from its beginning to end). For more information about mentoring, including information for being a mentee go to http://www.stjohn.org.au/index.php?option=com_content&view=article&id=572&Itemid=25.

* 'Recognised Service' refers to service achieved in accordance with the St John Ambulance Australia *Guidelines for Formal Service Recognition*. To obtain a copy, go to the members' area at www.stjohn.org.au.

THE APPLICATION

To become a Candidate, you need to submit an application to the Australia Office. In this application, you will be asked to:

- provide some personal details
- select your achievement and provide evidence of your achievement



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- provide details about your project
 - sign your application*
 - have your mentor sign the application*
 - have your immediate supervisor sign the application*
 - organise for your application to be sent to your state/territory Commissioner (or equivalent position) for approval*
 - send your completed application to the Australia Office.

* You need to make sure that you have all of your signatories sign the actual document. E-signatures will not be accepted.

What happens once my application has been sent to the Australia Office?

Once your application has been submitted, the National Youth Manager will forward your application to the Chief Cadet Officer. The Chief Cadet Officer will then make a recommendation to the Chief Commissioner about approving your application. If the Chief Cadet Officer thinks that some areas of your project needs more information or development, this information will be fed back to you and you will have an opportunity to make some changes.

The Chief Commissioner will review the application and the Chief Cadet Officer's recommendation and make a final decision.

Once the Chief Commissioner has approved your application, you can commence your project. You can complete your project in a minimum of 18 months and a maximum of three years.

WHAT KIND OF PROJECTS CAN I DO?

The type of project and the way that you present it is completely up to you. However, your project must target *three key areas*:

- personal development
- benefit to St John Ambulance Australia
- benefit to the community.

Personal development

This area is all about *you*. For example:

- What benefit do you get from undertaking your project?
- How will it benefit you into the future?
- Will it help you educationally or in finding a job in the future?
- Does it increase your skills or knowledge in a particular area?

Benefit to St John Ambulance Australia


How does *St John* benefit? For example:

- Are there funds raised for St John?
- Is there potential for positive publicity for the organisation?
- Does your project solve a problem?
- Does your project help St John achieve its organisational goals (i.e. making first aid a part of everyone's life)?

Benefit to the community

Benefit to the *community* is all about demonstrating that there is a need for your project in your community of choice.

We suggest that you stick to your local community, and avoid projects that are large and based in your State/Territory or Nationally.



To demonstrate need, you need to provide evidence that there is some kind of issue, problem or area that requires improvement.

For example, if you were interested in conducting a project about raising the importance of learning first aid in young people in your home town, you would need to do some leg work to find out how many young people have actually received first aid training? To do this, you might need to do a survey of your target age group to find out what percentage of those surveyed have received first aid training. If you can prove that there is a need for more training, you might base your project on developing a strategy to do this. This could involve talking to key stakeholders in your community, St John and young people themselves about what would work.

Presenting your work

The format you present your final work in is totally up to you. It might be, for example:

- written (i.e. a research report)
- a video
- the development of an informative website
- a portfolio of work
- development of brochures, posters or other items to convey information to a target group
- a podcast.

If you choose a written piece, you need to make sure that include appropriate referencing/citation of any sources used.

Where a creative/non-written piece is submitted, you need to include a short explanatory piece on:

- the project's purpose
- how the idea came about/need demonstrated in the community
- its development over time, and
- how your project will be used to benefit the individual, community or St John

Your work must be of a high standard.

Making it achievable

It's all well and good to set some ambitious goals, but you don't want to make your project so hard, big or complex that you can't achieve it.

This is why it is important to have a mentor for your project who can help you to set realistic and achievable goals for your project, and help you monitor your progress over the life of the project. They will also help you decide if part of your project is outside of your experience level and what might be more appropriate based on your skills and knowledge, or help you develop a plan to increase your skills and knowledge in a particular area.

If you find that part of your project is not achievable, you can alter your project plan. To do this, you will need to seek confirmation from the Chief Commissioner that the changes you are suggesting are ok. You cannot alter your project aim without re-submitting your entire application.

ACHIEVING THE AWARD

A panel is established to assess your work. The panel will be looking to ensure that you have demonstrated outstanding work in the *three key areas* of:

- personal development

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- benefit to St John Ambulance Australia
 - benefit to the community.

The panel will also be making sure that you have also completed five consecutive of recognised service at your project's end. Recognised Service for your entire time in St John can be counted towards these five years so long as it is consecutive (or continuous—that means without breaks in service like taking a few years off here and there).

If the panel is satisfied that you have achieved your project to a high standard, and that all criteria is met, the Chief Commissioner is required to submit a brief summary of your work and achievements to the International Office for approval by the Sovereign Head by 1 November each year.

Once approved, you will receive a certificate personally signed by the Her Majesty, The Sovereign Head.

QUESTIONS?

If you have any questions, do feel free to contact the National Youth Manager at youth@stjohn.org.au