



**GIRLS'
BRIGADE**
Australia

QUEEN'S AWARD

What's it all about?

What is the Queen's Award?

It's an international award and it's the highest you can go in Girls' Brigade awards.

Aim: To encourage girls and young women to a personal commitment to the Lord Jesus Christ, while respecting other faiths, inspiring them to greater endeavour in service within the general community and to make a contribution to the world-wide concept of The Girls' Brigade.



Why do the Queen's Award? For the challenge, the fun, it can help you get a job, for personal satisfaction, to help in the community, to serve in Girls' Brigade and in your church, to develop your leadership skills and explore your faith.

What's involved?

- 🔗 A project of some significance.
- 🔗 Serving in your Church, your GB company, GB Nationally and in your community.
- 🔗 Two Leadership initiative tasks
- 🔗 Discovering more about God your faith
- 🔗 Looking at GB in the world
- 🔗 Participating in a State or National Event

But don't worry, there's lots of help for you too – a mentor, your captain, Queen's Award State Co-ordinator and your family!



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QUEEN'S AWARD GUIDELINES/RULES

GENERAL RULES AS SET BY GB INTERNATIONAL

- 🌸 Candidates will uphold the Aim of The Girls' Brigade and the Aim of the Award.
- 🌸 An applicant must be recommended by her Company Leader/s and Chaplain/Minister.
- 🌸 The National Office/Committee will supply all forms/record books.
- 🌸 All forms to be submitted to National Office/Committee.
- 🌸 Where there is no National Council/Committee/Office application to be made to the appropriate Fellowship Chairperson who will arrange oversight of the candidate
- 🌸 Candidates may not commence work on the award prior to acceptance unless instructed to do so by the National Committee.
- 🌸 Candidates spend a minimum of two (2) years and maximum of four (4) years working on the award.
- 🌸 All work for this award should be for the purpose of Queen's Award/International Award.
- 🌸 Candidate's conduct/attitude and uniform will be continually assessed during her time in the program. A record of this may need to be submitted to the National Queen's Award/International Award Committee.

QUALIFICATIONS

- 🌸 The Award Review cannot take place before the year of your 17th birthday or after the year of your 25th birthday.
- 🌸 When you turn 18, you will need to fulfil any GBA & State Government requirements with regards to working with children
- 🌸 Candidates who will turn 21 before the Award Review, must complete Level 1 Leader training and be Commissioned as a Leader by the time they turn 21.
- 🌸 At the time of the Award Review candidates must hold
 - 🌸 The Pioneer Pin
 - 🌸 GB Award for at least three years in the Pioneer Unit. Candidates who have already achieved these awards when applying to do Queen's Award must continue this level of service while in the program.

Failure to comply with the aim, rules and qualifications may result in exclusion from the Queen's Award Program at any time. The Queen's Award will take a minimum of two years and maximum of four years and cannot be awarded unless all units are completed.



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Queen's Award at a glance

Initial Meeting

An informal meeting to discuss the QA programme with three leaders. They will check your understanding of the requirements of the award, and your GB knowledge. They will also check that your choice of Major Project and Voluntary Service meet the criteria.

Date and time will be advised by the Queen's Award Co-ordinator in your State.

Spiritual

- ✦ *Keep a reflective journal during your time in QA.*
- ✦ *Meet regularly with your mentor*
- ✦ *Personal Challenge - Explore your Christian faith by participating in a Bible study group, attending a Conference or completing a Bible study course.*

Service

- ✦ *Girls' Brigade – give service to your GB company and region and where possible your State.*
- ✦ *Give regular service to your Church family*
- ✦ *Voluntary Service in your community.*

Educational

- ✦ *Personal Challenge - Completing a major project in an area of interest to a high standard not previously attained.*
- ✦ *Oral Presentation - Explore how the GB vision/aim/motto influence our thinking and actions on current affairs and social justice and present your opinions on a chosen topic and discuss with others.*

Leadership Development

- ✦ *Continue to attend PLT and Leader's training or conferences organised by your State.*
- ✦ *Complete 2 leadership initiative tasks*
- ✦ *Attend a GB event to help develop your understanding of GB Nationally and Internationally.*

Award Review

Lastly, an interview with the State/Regional Queen's Award committee to review all aspects of your work and to seek your opinions regarding the journey you've been on.



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QUEEN'S AWARD STEPS

(a copy of this document is also included your Queen's Award digital folder for reference.)

Application

- ✘ Entry forms pages 1 - 6 to be completed and returned to your Queen's Award State Co-ordinator, make sure you have them to her, with the entry fee, by the closing date.
- ✘ Your State Co-ordinator will arrange the Initial Meetings and then contact you with details.
- ✘ Then you get to attend the meeting in uniform. After your meeting you email the National QA Committee so when your acceptance letter is sent by email it does not end up in your junk/spam folder or have gone to the incorrect email address.
- ✘ All forms will be forwarded to the National QA Committee by 31st May.

Acceptance

- ✘ Forms will be reviewed, and applicants will receive an acceptance letter from the National QA Committee. Once you receive this you can then commence working towards your Queen's Award. Now is a good time to start your reflective journal.
- ✘ Your digital QA folder link will be forwarded to you by the National QA Committee. It is your responsibility to look after your folder and compile it correctly. A Digital folder guideline has been created and is sent to girls with their acceptance letter.
- ✘ State Co-ordinators forward *Mentors Notes, Outline of Modules and QA Steps* to all Mentors.

Changes/Withdrawal

- ✘ Thinking of changing your Major Project or Voluntary Service, please discuss this first with your State QA Coordinator. If you do want to change you will need to let the National QA Committee know, in writing, through your State QA Coordinator. **Work can't start on the new topics until you have received written confirmation from the National Committee.**
- ✘ Thinking of withdrawing from the program, please talk to your State QA Co-ordinator first to try and work out the issues. If you do then decide to withdraw, please advise your State QA Co-ordinator, in writing. The State QA Co-ordinator will notify the National QA Committee.

Procedure

- ✘ The State QA Co-ordinator will advise you of the time and place for your Oral Presentation. A Leader involved in the discussion will be asked to complete the Assessment sheets in your QA digital Folder. Don't forget to contact your state QA Coordinator and confirm the topic you have chosen is suitable, don't leave this to the last minute!!



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QUEEN'S AWARD APPLICATION GUIDE 2023



- ⊗ As you complete modules, fill in the checklist (excel document) in your digital folder.
- ⊗ When you complete your Personal Challenge – Major Project hand it to into your State QA Co-ordinator, who will then arrange for it to be assessed.
- ⊗ You are responsible to have ALL evaluation sheets completed by the nominated assessor/s and where applicable by yourself except for the assessment of the Personal Challenge.
- ⊗ State QA Co-ordinator or her representative will set your Initiative tasks. You will be advised of your tasks in writing. The two tasks must be of different nature to help build different leadership skills. If you have any questions regarding the suitability of your task, please talk to your State QA Co-ordinator.
- ⊗ You are responsible for giving your Mentor the Mentor's reference page in enough time (2 days is not enough time) for it to be completed and sent directly to the State Co-ordinator prior to award review.
- ⊗ CONGRATULATIONS YOU HAVE FINISHED... Almost! Advise your State QA Co-ordinator that you have uploaded all your documentation into your digital folder. You can't finish in less than two years or more than four years though. Now sit back and relax and wait for your State QA Co-ordinator to contact you about your award review.

Finishing

- ⊗ Your State Co-ordinator will arrange your Award Review and let you know the details. The completed QA folder will be made available to those attending prior to the meeting. The people who you meet with will write a little something about you and it will be sent off to the National QA Committee.
- ⊗ Folders are forwarded to the National Committee by 1 June each year; late folders will not be accepted.
- ⊗ Your folder is checked, and the National Committee will make a final evaluation. Folders are signed off by the National Commissioner.
- ⊗ The National QA Committee will advise you and your State QA Co-ordinator of the results of your application. State QA Co-ordinators will notify appropriate Leaders and Mentors.
- ⊗ The National Administrator will organize the signing of the Certificates and a Statement of Completed Work. These will be forwarded to the State QA Co-ordinator with the QA Badges.
- ⊗ The State QA Co-ordinator in conjunction with the GB State Leadership team will arrange presentations of Queen's Awards in each State.



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PERSONAL CHALLENGE - Spiritual

Aim: To encourage the candidate to develop a personal commitment to the Lord Jesus Christ and develop a commitment to their church/Christian service.

Full details are in the Queen's Award Folder, please read these as well as this information.

There are five parts to this module, all designed to help girls develop their Christian faith.

Girls are to have a **MENTOR** to journey with then through their time in the QA program. They should meet on a regular basis to pray and discuss life, faith questions and to monitor progress through the award.

Girls are to keep a **REFLECTIVE JOURNAL** for the time they are in the QA program and share this on a regular basis with their Mentor

Girls keep a record of service to their **CHURCH FAMILY** throughout the time they are participating in the QA program. This will vary from girl to girl and church to church but generally includes things like helping with Sunday School, being on offering, sound or Bible reading rosters, a member of the band or worship team.

Girls also need to show they want to **EXPLORE THEIR FAITH** outside of GB and a Sunday service. They need to choose an activity such as:

- Attend a small group bible study or home group,
- Complete an online bible study course.
- Attend a conference such as Christian Women's Convention, Katoomba Youth Convention/Conference.

Girls are to give service at the GB Award level and have been awarded three GB Awards in the Pioneer Unit at the Award Review. Those who apply to enter the program as a Leader must hold three GB Awards that they earned in the Pioneer Unit at Initial Meeting.

To complete the Award

Girls to complete the 'Personal Challenge – Spiritual' sheet in their QA Folder giving a brief summary of her Christian Journey throughout Queen's Award.

Girls will ask her Senior Pastor or another person on the Church Leadership team to write a reference for her. This should be dated no less than four months before Award Review date and cover a period of at least six months. Where girls have changed churches during the program a reference should, where possible, come from the most recent church with attendance of at least six months.



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Choosing your Mentor

Why have a Mentor?

For you to develop a mentoring relationship that will support and encourage you during all modules of the QA program. Also, to help you explore your Christian journey and help achieve the aims of The Girls' Brigade and the Queen's Award program.

Christian mentoring is an intentional relationship that identifies and promotes God's work in your life. It will help you to see and use God's resources in your life.

Your mentor does not need to be a GB Leader but must have an understanding of the Vision, Aims and Core values of GBA. They will also need an understanding of the aim of the QA program and the different modules you need to complete.

Your Mentor's Role

(You can give this sheet to your prospective mentor to help them understand their role in your QA journey)

Mentors will receive an Information Pack with details of the program, when you enter.

You should ask someone who you will be prepared to meet with on a regular basis, to share and discuss what you have written in your Reflective journal. Your mentor will provide a written report of your spiritual journey while in the program. This report will be confidential and only seen by the National Committee when your folder is presented for a final signature.

Your mentor will do things like:

- ✦ Encourage you at regular intervals as you work through your modules.
- ✦ Discuss your journal entries on a regular basis
- ✦ Ensure that your reports are signed by assessors (who must not be related) when necessary.
- ✦ Check that a record of their service in company and church is filled in regularly and that they continue to complete the work for their Pioneer Pin.
- ✦ Support you in your spiritual walk during the award. Explore how you are growing in your own faith through church involvement, and talk about issues that concern you
- ✦ Checking how you are going with your Voluntary Service.

Think about:

Asking someone who you respect and would like to have journey with you as you work through the modules in QA. Someone who you believe will help you explore and grow your spiritual life

Please note:

Family members cannot be asked to be your mentor but there are many other ways they can support, help and encourage you as you complete the QA program



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SERVICE

There are two types of service the candidate needs to complete:

GB Service and Community/Voluntary Service.

Girls' Brigade Service

Aim: To help girls develop Girls' Brigade leadership skills and encourage them to accept leadership responsibilities, both individually and as part of a team.

Full details are in the QA Folder when you receive it.

GB Service shows ongoing commitment to GB and growth in responsibilities and leadership. Part of the aim of Queen's Award is to make a contribution to the worldwide concept of GB. Advice on how you can encourage a girl can do this can be sought from your State QA Co-ordinator.

Opportunities could include:

- being a Section Leader
- being a member of and/or training a Colour Party
- helping at fundraising
- shopping for a leader for GB
- tidy/cleaning up at State/regional event
- working at GB promotional event for the company, region or state
- carrying flag at Anzac event
- and assisting at PLT or State events

It is important that girls **start recording GB Attendance and Service from the date they receive their acceptance letter** for Queen's Award until the day they hand in their folder. Please encourage the girls by providing them with a variety of company service opportunities as well as opportunities to be involved at a Regional and State level as appropriate.

All opportunities must be age appropriate but allow the girls to develop skills and be stretched a bit with your support.

It is also important that girls be encouraged to continue with training as offered by the State including PLT, Leader Training and Leader Development days as appropriate.



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Voluntary Service

Aim: To encourage girls to develop and maintain a commitment, outside her normal social circle, in serving the needs of others in the wider community.

Serving others makes a difference to your local community and blesses you as you serve. You also learn what other people in your community do to help others.

For the Queen's Award, you should choose an area outside of your normal social circle to volunteer in, for a minimum of 48 hours over a minimum of 6 months and a maximum of 10 months. This service should be ideally being given on a regular basis. **Generally, that is every week for two hours or every fortnight for four hours** (You record your service and this is then signed off by your supervisor).

When you've found something write the detail of the Voluntary Service planned into your Application to Enter Queen's Award.

You will receive a Voluntary Service Purpose Statement, for you to give to the person you approach about working in their organisation. This document will help them understand why you are seeking to do this service. If you need a copy of the Certificate of Currency of Girls' Brigade's Public Liability Insurance, please speak to your State QA Coordinator.

Your Voluntary service cannot take place with your own family or in a private setting.

Your State QA Co-ordinator has a list of potential service organisations that are willing to take you on. However, this is not a complete list and you might think of someone else, so talk to the person hosting this event.

Your State QA Coordinators are responsible for your duty of care. They will consider things like whether the organisation is considered safe, whether there have been any risk assessments. If you have any questions regarding whether or not an organisation is suitable for your voluntary service, you should first contact your State QA Coordinator. All further queries will be passed to the QA National Committee by the State Coordinators.

Think about: Is there something you have always fancied doing in your local community or a charity close to your heart? This is the chance to do it!

Is it outside of your normal social circle.

Voluntary service **MUST NOT** be commence until approval is granted by National Queens Award Committee.



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PERSONAL CHALLENGE – Major Project

Aim: To develop character and time management skills whilst completing a significant project extending and developing candidate's skills.

Major projects come in all shapes and sizes and fit into one of the categories set by the International QA Committee. The Personal Challenge is to be completed to a **high standard** and shows the candidate has developed skills and knowledge. It should be in an area of personal interest to you.

All projects have an accompanying journal with details of why the project was chosen and how it was achieved. Full requirement explained in the Queens Award Folder.

Select an area from those below and then set yourself a challenge that will fit in these guidelines. Maybe the personal challenge you're thinking of is not listed, please talk to your State QA Co-ordinator who will be able to advise you.

Illustrated Book – The Candidate will develop and use their writing and creativity skills to write and produce an illustrated book of at least 6000 words on a subject of their choice, which does not conflict with the Aim of The Girls' Brigade.

Music – Complete A, B and C below and present in written format.

- A. Submit a diary of one year's personal appreciation of music (a minimum of 50 hours listening over one (1) year) including illustrations, examples and comments.
- B. Attend two professional concerts and include a critical review of both in your journal. Include your comments and opinions about the events.
- C. Submit a written profile of a musician, minimum 1200 words. To include life, major works, historical facts, and the reason for your choice of subject, may include illustrations. Candidates to indicate and comment on music listened too by the musician.

Design Technology – the emphasis is on creativity and involves designing and making a major work, of a high standard in one of the following mediums. **Direct copies of designs, patterns from books, computer generated designs etc. and purchased kits are not acceptable.**

Accepted mediums - Woodwork, Fabric, Carving, Metalwork, Doll/Toy making, Pottery and Sculpture.



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PERSONAL CHALLENGE – Major Project (cont)

Creative Work – submit a major piece of creative work, of a high standard, from one of the following areas. The associated written work should show development of skills in the technique used. **Direct copies of designs, patterns from books, computer generated designs etc. and purchased kits are not acceptable.**

- A. Art and Design – One piece of work, minimum size 30cm x 30cm is to be submitted. Accepted mediums - paint, pastels, collage, graphic design.
- B. Creative Needlework – minimum size 30cm x 30cm, stitching must cover at least 80%. Personal Challenge to be presented for assessment **unframed**, to enable assessors to view and assess back of work. Accepted mediums – Cross Stitch, long stitch, smocking.
- C. Creative Writing – Short Story. Present a book containing a short story, minimum 5,000 words. The accompanying associated written work should include information on the choice of theme, development of plot and characters **AND** choose at least two short stories written in different styles and write a critique on each story stating why you like the work, why you chose it, and how the ideas in the story were developed.

Creative Writing – Musical. Present a book containing a collection of at least 3 original musical compositions. Each piece should be linked by a theme and show a variety of music written for at least 2 different instruments. These pieces to include your original, accompanying lyrics and may also be presented on a CD or Mp4. Accompanying written work should include a critique for each piece stating where you got your ideas, how you went about writing the music and lyrics and details on the choice of style **AND** Submit 5 chosen musical pieces written by other composers showing a variety of length and form. Write a critique on each musical composition stating why you like the piece of music, why you chose it, the theme of the composition and how the composer achieved their effect.

Creative Writing – Dance. **This assignment is designed for Candidates with sound knowledge of dancing.** Create a collection of at least 3 original choreographed dance compositions (each dance to be no more than 3-4 minutes long). Each piece should be linked by a story line and theme and written for at least 2 different dance styles (i.e. Contemporary, Jazz, Ballet, Hip Hop. Classical etc). These pieces to be presented and recorded in Mp4 format for submission. Accompanying written work should include development of ideas, planning and storyline. A reflection on the story line linking each piece stating where you got their ideas, how you went about choreographing the dances, what music you choose and your emotional response to the steps and details on the choice of style to tell a story **AND** submit 2 chosen dance pieces written by other choreographers showing a variety of length and form (link to dance to be included). The candidate will write a critique on each dance composition stating why you like the piece, why you chose it, the theme of the composition and how the choreographer achieved their effect.

Other accepted styles - Poetry and Play. If these are of interest please ask you State QA Co-ordinator for more details.



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PERSONAL CHALLENGE – Major Project (cont)

Physical Activity – Complete A, B and C below and present in written format.

- A. Choose a physical activity and complete a journal of your personal interest in it over at least a year.
 - B. Attend two major, associated events and include a critical review of both in your journal. Also include your comments and opinions about the events.
 - C. In addition complete one of the following
 - A journal detailing your weekly participation, for one year, in a physical activity other than that chosen in A. If this activity does not run for the whole year a second activity may be chosen.
- OR**
- Choose 1 or 2 leading personalities in a physical activity and write a minimum of 1200 words about their careers over a one year period. Include the reason for your choice of personalities.

Visual Media – choose from the following:



- A. Digital Photography using Photoshop or similar computer software – the emphasis is on creativity. Complete all the following areas
 - a. A minimum of ten (10) photographs is required and must include a variety of techniques and subject matter. The assignment must have a theme flowing through the work and show development in the techniques used. Basic photo editing is required and should be demonstrated and may be submitted electronically as may the logbook. A finished project, in print form, displaying the final photos.
 - b. Must also research and present a 500 word essay on the general history of photography and photographic equipment.
- B. DVD or Video with Audio – Designed for those with knowledge of editing and productions of DVD with audio. Produce a thirty (30) minute documentary on any subject of interest to you. It should involve other people, develop a theme and the recording should be of a high standard, edited and well produced using proficient skills. **Written work to show development of ideas, planning and storyboarding as well as a 500 word Statement of Intent.**
- C. Animated Short – Produce a ten (10) minute animated short on any subject of interest to you. It should involve original designs and animation, develop a theme and animation be of a high standard, edited and well produced using proficient skills. The journal may be presented electronically but all original designs to be included showing evidence of design and story board.



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ORAL PRESENTATION

Aim: To encourage an increasing understanding of current affairs and social justice issues.

Candidates need to explore God's heart for humanity and how this influences thinking and actions on current affairs and social justice issues. After researching the selected topic, you will present facts and your opinions on this topic in a way that will encourage discussion amongst a group of individuals.

The Topic:

Select a current social justice issue, which is of some importance to you. This could be a local, national or international issue. In the selection of the issue, consider how you would address the assessment criteria.

Candidates MUST seek approval from their State QA Coordinator on her suggested topic.

The Assessment:

The assessment/ presentation is in 2 parts:

- a) A 10-15 minute presentation on the selected topic to a group of 8 to 12 individuals (approved or selected by the state QA committee)
- b) A 10-15 minute discussion on the issue with the group, led by the candidate.

Further details including an assessment schedule are found in the QA Folder. This is not planned to be a huge, indepth study of the topic but rather your sharing what you have learnt about God's heart for humanity and how we, as followers of Christ should respond. We are also looking for practical ways that girls in GB could be involved in responding to the topic discussed.



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LEADERSHIP DEVELOPMENT

Initiative Tasks

Aim: To help candidates develop qualities in reliable leadership and initiative. To help candidates understand all that is involved when accepting responsibility for the completion of a specific task.

Candidate needs to undertake two initiative tasks:

Ideally –

- ☆ One initiative task to be promoting GB in their local community.
- ☆ Second task to develop qualities of leadership within Girls' Brigade at a regional, state or national level.

Tasks are to be done outside girl's own Company and Church.

If candidate's have an idea for an Initiative Task that they would like to complete, they are to discuss this with their State QA Co-ordinator who will be able to set up goals for the girl to work towards. **Full details are in the Queen's Award Folder, please read these as well as this information.**

What candidate's need to do:

- ☆ Two tasks that give girls the opportunity to demonstrate leadership and initiative will be set by the State QA Coordinator or her representative.
- ☆ An Assessor will be appointed.
- ☆ All details will be given to the girls, **in writing**, including date the task is to be done or completed by.

Assessment

At the completion of each task, candidates will complete a report and forward to the assessor to complete the Assessor's report. These forms are included in the Queen's Award Folder and need to be completed within one month of the task being done.



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Event Participation

Aim: To develop a sense of belonging to a large organisation and develop community between girls. To be challenged in their spiritual journey of faith.

Candidates are to actively participate in at least one GB State, National or International event (e.g. Fono, PLT, ICGB, State Camps).

If possible, this event is to be overnight and aims to develop the spiritual life of the girl.

Candidates will need to pay the cost of the event, you can talk to your state about available State and National GB funds, church or company support or funding from local government. However, cost should not be a factor that will prevent you from attending.

Candidates are to actively participate in at least one GB State, National or International event.

Leaders are encouraged to suggest events to the girls and support them in attending.

Assessment

At the event complete the Event Participation page and write your reflections.



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