



AMBASSADOR PROGRAMME

"DEVELOPING YOUNG FEMALE LEADERS IN SPORT"

In partnership with



WHAT IS THE FORWARD FOUNDATION?

The Forward Foundation empowers and upskills girls through sport and active recreation

Ka whakamana, ka whakapakari anō a Forward Foundation i ngā tamāhine mā te hākinakina me ngā mahi rēhia

www.theforwardfoundation.co.nz

THE FORWARD FOUNDATION AMBASSADORS PROGRAMME

Our Ambassador Programme aims to increase participation in girls' sports through identifying aspirational young female leaders and enabling them to inspire those around them to participate in sport.

We're not looking for the best player in the team, we're looking for girls willing and passionate about kicking goals and helping grow girls' sport in New Zealand. Ambassadors receive leadership and personal development opportunities, an environment to grow as a person and the chance to create meaningful change through our Pathway Level Awards, specifically designed for teenage girls involved in sport.

Our programme is proudly co-designed with our Ambassadors to ensure it meets the needs of the kōhine who participate. Allowing girls to identify what opportunities they would like ensures our kōhine are leading and taking charge of their own journey, experiences and connections.

OUR GOAL

The Forward Foundation Ambassador Programme supports two key areas of focus within the programme:

1. Developing leadership skills, capabilities, and goal setting during 2 annual Ambassador Conferences
2. Mentoring girls throughout the year to achieve goals and activities that support, empower, and encourage others to get active and involved in Sport and Recreation

WHAT'S INVOLVED



3 YEARS, 3 AWARDS

The Forward Foundation Ambassador Programme provides a three year opportunity to support kōhine on a journey to becoming healthy and confident young women. Across three years, kōhine can choose to progress towards 3 key leadership award levels; Spark, Quest and Challenge. Each year level will see a progression of tasks and activities to support Ambassadors to build confidence, develop leadership skills, and participate in fun activities that encourage kōhine to get active. At each level, Ambassadors must set themselves personal goals in each section. These goals should be achievable and progressive, and ultimately allow the ambassador to feel a sense of achievement when they complete each section. It is important that parents, support person/s and schools help the ambassador identify and try to achieve these goals.

AMBASSADOR CONFERENCES

All Ambassadors attend two overnight conferences held in January & July in Ōtautahi throughout the year. The conferences are a chance for the ambassadors to come together to listen, learn, contribute and play. The conferences will feature speakers that will share their lived experiences and critical life skills, as well as workshops to help develop confident strong leaders.

ONLINE CHECK INS

There will be four online check-ins completed by the programme coordinator with all Ambassadors. The dates of these meetings will be given out at the beginning of the programme. All Ambassadors are expected to attend these meetings.

AMBASSADOR COMMITMENT

- You are required to attend the two Forward Foundation Ambassador Conferences (25th & 26th January 2024 and 18th & 19th July 2024)
- Commitment to their journey through the Forward Foundation Leadership Award Pathway
- Occupy an active role with the aim of increasing participation in their sport or recreational activity
- Submit regular updates outlining project progress and stay up to date with the Ambassador group communications
- Positively promote the Forward Foundation and the Ambassador Programme

AMBASSADOR SELECTION CRITERIA

To be considered as a Forward Foundation Ambassador, you must be in Year Y9 - 13, at secondary school in 2024 and demonstrate:

- A passion for Sport and Recreation
- Motivation & desire to build confidence and leadership skills
- Commitment to setting goals and working towards them throughout the year
- Ability to work well with others and have fun
- Have an understanding why it's important to get girls active

APPLICATION PROCESS

1. Fill out an online application form (October/November)
2. Shortlisted applicants will be interviewed (Beginning of December)
3. Forward Foundation Ambassadors will be notified (Mid December)

Note: Ambassadors traveling from outside of Christchurch need to fund their own travel costs. The Forward Foundation may be able to offer financial support to help ambassadors attend conferences, workshops and/or courses if needed. Ambassadors need to apply for this fund through the Forward Foundation Ambassador committee.

AWARD LEVELS

Ambassadors are required to complete all sections of one level of their Award before progressing on to another level. *Levels and minimum commitment times:*

SPARK

Growth for Self	Sport and Recreation	Service for Community
• 20 hours	• 20 hours	• 20 hours

Attend Forward Foundation conferences- beginning and mid-year

QUEST

Growth for Self	Sport and Recreation	Service for Community
• 20 hours	• 30 hours	• 30 hours

Attend Forward Foundation conferences- beginning and mid-year

CHALLENGE

Growth for Self	Sport and Recreation	Service for Community
• 20 hours	• 40 hours	• 40 hours

Attend Forward Foundation conferences- beginning and mid-year

THE SECTIONS IN MORE DETAIL

1. GROWTH FOR SELF

Personal growth is the ongoing process of understanding and developing oneself in order to achieve one's fullest potential. Personal development is a vital part in a person's growth, maturity, success and happiness. Growth for self encourages ambassadors to take on a challenge, to build self-belief, work ethic, capability and connectedness.

GROWTH FOR SELF ACTIVITY EXAMPLES:

- Trying something new and working hard to master.
- Sports psychology sessions
- First Aid Course
- Confidence courses
- Outward Bound

2. SPORT AND RECREATION

Encouraging healthy behaviours has benefits, not only for ambassadors but for their communities, whether through improved health, or active participation in team activities. The Physical Recreation section therefore specifically aims to improve the health, team skills, self-esteem and confidence of ambassadors.

SPORT AND RECREATION ACTIVITY EXAMPLES:

- Rugby
- Gymnastics
- Surfing
- Tramping
- Netball

3. SERVICE FOR COMMUNITY

This section of the Award provides ambassadors with a sense of worth from having given service and help to others and their community. The opportunity to give service over an extended period also enables ambassadors to witness and experience the benefits that their service provides to others.

SERVICE FOR COMMUNITY ACTIVITY EXAMPLES:

- Volunteering at a local event
- Internship with a sports organisation
- School sports holiday programmes
- Fundraising for a charity
- Officiating at a tournament
- Working with your school on creating a new sports team/club

SUPPORT PERSON

The support person/s is someone the ambassador needs to identify, and approach, an example is a teacher, coach or youth worker. This is someone who they know will be able to work with them and give the right amount of guidance. The ambassador can have a different support person for each award section or the same person for all.

In addition to their support person being knowledgeable, experienced and where appropriate qualified in the activity, they should also provide opportunities to:

- Discuss progress with the Ambassador
- Clarify any questions and provide guidance
- Help the Ambassador to solve difficulties and problems
- Give advice on suitable interim targets to achieve
- Allow the Ambassador to learn from their experiences

RECORDING

Ambassadors qualify for a level of the Award when they have completed the three sections. The ambassadors, with the support of their support person/s, record their planned activities and section goal/s in the Record Book, and then the support person will verify in the book the completion of the section, providing detail, time undertaken, general performance and any other additional information. The record book needs to be completed and sent to the Forward Foundation Ambassador administrator. It is the Forward Foundation committee's role to authorise Awards.

PILLARS OF STRENGTH

Critical to the success of the program, the Forward Foundation Ambassador Programme supports three key pillars of strength:

Tākaro | Physical Activity

Supporting kōhine to find what motivates them to move and how to apply it to others.

Through this pillar we will honour the Mana Taiohi principles of Te Ao and Whanaungatanga – by helping kōhine to navigate their world, while also developing and strengthening positive connections within their community.

Hautūtanga | Leadership

Kōhine will be supported with various opportunities to learn, develop, and showcase their leadership ability.

Through this pillar we will honour the Mana Taiohi principles of Whakapapa and Whai Wāhitanga – by empowering participation, agency and responsibility that acknowledges the wider experiences of kōhine, including connection to whenua and whānau.

Tuakiri | Identity

Encouraging kōhine to explore and grow their understanding of who they are and where they come from.

Through this pillar we will honour the Mana Taiohi principles of Mauri and Manaakitanga – by fuelling the life spark of kōhine and nourishing their wellbeing.

For more information about Mana Taiohi visit <https://arataiohi.org.nz/mana-taiohi/>

AMBASSADOR ALUMNI

After completing the three-year programme, Ambassadors are supported as Forward Foundation Alumni and invited to join our alumni group by continuing to support the programme and future Ambassadors in activities across other Forward Foundation Programmes, at conferences or as Ambassador Mentor. There are also opportunities to develop an internal Forward Foundation Leadership pathway. We currently have an Alumni on the Forward Foundation Board and actively encourage and support personal development and growth as much as possible.

AMBASSADOR FAQ

WHAT ARE THE BENEFITS

Here is what our past Ambassadors share are some of the benefits of the Forward Foundation Ambassador Programme:

- It's an opportunity to be recognised and rewarded for your commitment to leadership, sport and female empowerment
- It helps you meet people who have the same goals and passions as you
- You build confidence and life skills in a safe environment
- It is a fun and cool experience and a great opportunity to be a role model
- You get leadership and personal development opportunities
- The programme grows your appreciation for coaches/volunteers

HOW MUCH TIME DO YOU HAVE TO COMPLETE THE THREE LEVELS OF THE LEADERSHIP AWARD?

The Ambassador Programme is a three year programme. Ambassadors can complete one award level per year. Ambassadors are required to complete one level in a year (they cannot carry an award over to another year, it must be completed in the year of starting the level). Ambassadors must complete all sections of the one level of their award that they are undertaking before progressing onto another level.

HOW LONG IS AN AMBASSADOR AN AMBASSADOR FOR?

You can be a part of the Forward Foundation Ambassador programme for one year or up to 3yrs. Ambassadors will undergo an annual review at the end of each year and have ongoing progress checks. After the 3yrs they will join the Forward Foundation Ambassador alumni programme.

WHAT HAPPENS AFTER THE THREE YEARS OF BEING A FORWARD FOUNDATION AMBASSADOR?

They will join the Forward Foundation Ambassador alumni programme.

IS THERE AN ANNUAL REVIEW OF EACH AMBASSADOR TO CHECK PROGRESS?

Ambassadors will undergo an annual review at the end of each year and have ongoing progress checks. They will also have the Record Book to complete as they move through the sections of the Leadership Award Programme. If an ambassador's performance in any aspect is of concern to the Forward Foundation committee, the committee will meet one on one with the Ambassador to establish strategies to improve performance or remove the ambassador from the programme.

CAN AN AMBASSADOR'S STATUS BE REMOVED?

Yes, ambassadors have a specific standard that they are expected to achieve and uphold as a Forward Foundation Ambassador. Failure to maintain standards and attend specific events may result in the removal of an ambassador. *Examples include (but not limited to):*

- Has not made themselves available for the 2x Forward Foundation conferences.
- Has not completed an awards level within the first year of being an ambassador.
- Have not represented the Forward Foundation positively.
- Communication with the Forward Foundation committee or representative must be punctual.
- An ambassador has engaged in serious misconduct.
- Ongoing communication issues with the Forward Foundation committee or representative.

APART FROM THE TWO CONFERENCES PER YEAR, ONLINE CHECK-INS AND THE LEADERSHIP AWARDS PROGRAMME ARE THERE ANY OTHER COMMITMENTS TO THE PROGRAMME?

Yes, the Forward Foundation will from time to time request the participation of Ambassadors in promotional activities.

CONTACT INFORMATION

Website: <http://www.forwardfoundation.co.nz/>

Facebook: <https://www.facebook.com/forwardfoundation.nz>

Email: ambassadors@forwardfoundation.co.nz



AMBASSADOR PROGRAMME

FORWARD FOUNDATION AMBASSADOR PROGRAMME | 9

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