

**GIRLS' BRIGADE NORTHERN IRELAND**

**THE QUEEN'S AWARD**

**LEADER GUIDE**

**MARCH 2026  
ENTRY**



# CONTENTS

Introduction to the Queen's Award	3
Frequently asked questions	3
Application Process	5
2026-2028 Syllabus Timeline	6
Queen's Award syllabus:	
• Spiritual development	8
• Service (company and community)	9
• Project assignment	10
• Initiative tests	16
• Study paper	16
• Final interview	17
Presentation ceremony	18

Girls' Brigade Northern Ireland  
C2 Kilbegs Business Park  
Fergusons Way  
Antrim  
BT41 4LZ

028 9454 8054  
[www.gbni.co.uk](http://www.gbni.co.uk)

# INTRODUCTION

We are delighted girls continue to apply to the Queen's Award. The Queen's Award is a unique experience in GB and with support and encouragement most definitely achievable for all girls. We are committed to equipping you as leaders to best support your girls as they undertake the different award elements.

Girls will each have received a copy of the candidate information booklet which gives more detail on the requirements of the Queen's Award. We have summarised the key points for yourself in this guide; if at any time you are unsure or would like more information or guidance please do not hesitate to contact Emma Ross at GBHQ.

A little bit of history.....the Queen's Award is the highest award in GB and was instituted at the first Brigade International Council in September 1968. It is an international award, completed in GB companies all around the world with over 1,200 young women from GBNI achieving their Queen's Award to date.

The aim of the Queen's Award is 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 worldwide concept of The Girls' Brigade.

The Queen's Award programme follows a two-year syllabus with six main elements. Each element is different and designed to stretch and challenge participants, to help equip them with new skills, and to develop and grow existing skills and talents.

Participants follow a timeline to complete the programme within two years and have the opportunity to complete a programme syllabus with elements tailored and specific to them and their interests. As girls and young women work towards their Queen's Award, we hope they will learn new skills, be open to new experiences and set personal targets that will test and take them out of their comfort zone, whilst developing their faith along the way.

# FAQS

Here are some questions you might like or need answers to regarding Queen's Award.

## 1. How long does it take to complete the award?

It takes a minimum of two years to complete the award. However, girls may take longer as long as they have completed their final interview by their 25th birthday. At present, interviews take place in March/April each year. Please note : the Queen's Award year runs differently to the usual GB session year. Each Queen's Award year runs from March to March for example, girls commencing in 2026 will have the following year dates :

Queen's Award year 1  
March 2026-February 2027

Queen's Award year 2  
March 2027-February 2028 (finishing with final interviews in March/April 2028)

## 2. What is my role as Captain/Officer in charge of Queen's Award?

The role of a Captain/ Officer in charge can be a challenging one as each Queen's Award girl will require your support and encouragement and more often than enough, you may find yourself chasing up work from a girl that needed to be with you the previous week!

You will be required to proof read initiative tests and projects, help and support a girl as she prepares for her study paper, attends Sunday worship and your company night and also be there as positive encouragement when she may feel the workload is getting too much.

Each Queen's Award girl will receive her information directly from GBHQ and you may find that they don't always inform you of when they have received post. As a Captain/ Officer in charge, you will receive most things from GBHQ but there will be times when only girls will get information, for example, notification to book in for study paper, when to book for final interview,

but all correspondence will encourage the girls to speak with their Captain/Officer in charge.

### **3. What support is expected from me?**

As Captain/Officer in charge you will see your girls every week in GB. It is a good idea to meet specifically with the Queen's Award girls regularly to ensure they are progressing well throughout the award. Should there be any difficulties you can also contact headquarters for advice. Girls are encouraged to take ownership of their award and reminded that this is their award, not yours; but that you will be able to support and guide as needed.

### **4. How do I keep track of all the deadline dates?**

All the dates you need to know are listed in page 9 of this pack. Both you and your girls will receive reminders from headquarters by email when work is due for submission. You will also receive update letters as necessary.

### **5. How regular is regular?**

Girls are asked to attend church regularly but what is meant by regularly? The award asks girls to have a minimum of 22 weeks attendance at company and a minimum of 44 weeks attendance at Sunday worship for each year participating in the award. Engagement with online services (maximum of four per year) can be included as attendance.

### **6. My girl has decided to go to university and will not be able to attend on company night or Sunday worship?**

If a girl is hoping to go to university during the time working for the award it may still be possible for her to continue. She may be able to complete the award within another company and attend another church close to university. Please contact GB headquarters as soon as possible for further information.

### **7. My girl receives additional support at school or college, can they have similar support when completing the award?**

Additional support and adjustments to the award programme can be made according to individual requirements; please contact GBHQ for more details or to discuss any particular support needs.

### **8. What support will GBHQ provide?**

Advice is always available from GBHQ. Emma Ross is available all day Monday- Friday telephone 028 9454 8054 or by email [emma@gbni.co.uk](mailto:emma@gbni.co.uk)

We understand the time and commitment required to complete the Queen's Award and will be on hand throughout the syllabus to offer guidance and support to both girls and leaders. Please do not hesitate to contact us anytime with problems or queries.

The Queen's Award team meet every couple of months to discuss the award programme, mark initiative tests and study papers, distribute projects to qualified assessors and set the questions for the study paper.

If you have any suggestions or comments about the award, please email them to Emma and she will pass them onto the team at the meetings or if your District has selected a Queen's Award representative, you can ask her to bring items to the agenda.

Praying God's blessing on you and your Queen's Award girls as they start their award.



# APPLICATION

# PROCESS

Applications to the Queen's Award are welcome from all GB girls but there are set criteria that must be met :

## AGE

To start the award in March 2026 their birthday must be between April 2003 and February 2011. Girls cannot take the final assessment interview before their 17th birthday or after their 25th birthday.

## INFORMATION WEBINAR

We strongly recommend girls attend an information webinar prior to application. If a girl attends but decides not to apply for that year, she does not have to attend another information event in the next session.

## BRIGADER BROOCH

Girls will continue to work towards and need to have completed their Brigader Brooch before coming for final interview.

## ATTENDANCE AWARDS \*\*

At the time of application girls should hold both company and church attendance awards for the year prior to application (2024/25 session for starting in March 2026).

For full details see the Queen's Award regulations on GBNI website [www.gbni.co.uk](http://www.gbni.co.uk)

## HOW DO GIRLS APPLY?

Applications to the Queen's Award should be made online on the GBNI website. Applications must be approved by the GB Captain and the girl's Minister. Payment can be made at the time of application by the candidate or by the GB Captain at a later stage.

The closing date for 2026 applications is 31st January 2026. Unfortunately we are unable to accept applications received after the advertised closing date.

## WHAT HAPPENS AFTER APPLICATION?

After the application closing date, each girl's form is checked and processed in GBHQ. Should there be any queries regarding application the company Captain will be contacted directly.

Girls accepted to the award scheme will receive their entrants pack in the February after application prior to starting on 1st March.

Entrants packs contain :

- Queen's Award record book
- Church attendance record card for 1st year Sunday worship (to be recorded from March)
- Mentor pack (contains mentor registration form and mentor guidance notes)

The first deadline for all Queen's Award girls in their first year is 15th June - girls should have ideally identified their chosen project assignment and community service and returned their record book with details to GBHQ for approval by the Queen's Award team leader by this date.



**2026-2028**

## **TIMELINE**

### **Application**

Applications submitted by 31<sup>st</sup> January 2026. Candidate packs distributed February 2026.

### **Start year 1 - March 2026**

#### **Community Service**

Start community service at anytime, once approval from GBHQ confirmed. Complete by final interview in 2028.

#### **Church Attendance & Involvement**

From 1<sup>st</sup> March, record church attendance, involvement and mentor meetings.

#### **GB company service**

Sept 2026 - start company service - year 1.

#### **1st Initiative test**

Set end September 2026 with 8 week completion deadline.

#### **Study Paper option**

Complete study paper in Nov 2026 or Feb 2027.

### **Start year 2 - March 2027**

#### **Church Attendance & Involvement**

Church attendance, involvement and mentor meeting continues.

#### **GB company service**

Sept 2027 - start company service - year 2.

#### **Project assignment**

Due submission by 30<sup>th</sup> September 2027.

#### **2nd Initiative test**

Set end September 2027 with 8 week completion deadline.

#### **Study Paper option**

Complete study paper in Nov 2027 or Feb 2028.

#### **Final Interview**

Held in March and April 2028.

### **Award achieved!**

Presentation ceremony held in May 2028

There are six different elements of the Queen's Award to be completed; each with their own specific aim and challenges.

## **1. SPIRITUAL DEVELOPMENT** (See page 8 for further details)

AIM: To encourage girls to make a personal commitment to Jesus Christ as their Lord and Saviour.

## **2. SERVICE (COMPANY AND COMMUNITY)** (See page 9 for further details)

### COMPANY

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

### COMMUNITY

AIM: To encourage girls to develop and maintain a long term commitment to serving the needs of others in the wider community outside their normal social circle.

## **3. PROJECT ASSIGNMENT** (See page 10 for further details)

AIM: To develop the skills of research, presentation and discipline to complete an assignment to a high standard in a particular area of interest.

## **4. INITIATIVE TESTS** (See page 16 for further details)

AIM: To help girls develop qualities of reliable leadership and initiative and to appreciate all that is involved in accepting responsibility for the completion of a specific task.

## **5. STUDY PAPER** (See page 16 for further details)

AIM: To encourage candidates to expand their general knowledge and understanding of Girls' Brigade and current issues.

## **6. FINAL INTERVIEW** (See page 17 for further details)

## SPIRITUAL DEVELOPMENT

As a Christian organisation The Girls' Brigade seeks to encourage girls to make a personal commitment to Jesus Christ as their Lord and Saviour.

In this section we ask all girls to :

1. regularly attend Sunday worship;
2. actively undertake a role in the wider life of their church; and
3. engage with a mentor.

### 1. REGULAR ATTENDANCE AT SUNDAY WORSHIP

Girls will receive a church attendance record card to help keep track of attendance at Sunday worship. They should have a minimum of 44 weeks attendance for each year working towards the Queen's Award in order to fulfil this element. The Sunday worship card can be signed by a Minister, church elder or someone else within the church leadership team.

Remember Sunday morning worship, Sunday school, Bible class, Sunday evening worship and youth fellowship all count towards Sunday worship attendance.

### 2. ACTIVELY UNDERTAKE A ROLE IN THE WIDER CHURCH LIFE

Church life is more than Sunday worship. We would encourage the girls to chat with church leaders and see how they can serve and play a part in the life of their church. Some examples are helping in Sunday school, be part of the praise band, help at youth club, look after the AV during services or be part of the welcome team. Each church is different in the opportunities offered but we are sure they will be able to find something that suits.

As well as getting their Sunday worship card signed, there is also space in their record book to make a note of what additional activities they have been involved with. This also gives girls the

opportunity to note down any Bible passages, words of wisdom or events that were particularly helpful for the month. At the end of each year, girls will complete a more detailed report which should be signed by a church representative.

### 3. MENTOR

While parts 1 and 2 are important, what is of even greater importance is their personal journey of faith. They will be at different stage in this journey, some may not even have taken the first step, so it is vital that we encourage and support all girls whilst working for the Queen's Award.

We ask girls to identify a mentor who can act as a support throughout their Queen's Award and everyday life.

Girls completing the Queen's Award often tell us the mentor is one of the highlights for them; their support, encouragement and guidance is invaluable.

#### Who can the girls pick?

The choice of mentor is entirely up to the girl. They should be someone the girl trusts and respects, and with whom they feel can be completely open with as they try to discover more about what it means to be a follower of Christ and their response to that commitment. Girls should identify an appropriate person who is willing to fulfil this role eg. Minister/Chaplain, an elder within the congregation, GB leader, youth leader, or house group leader but they must not be related to each other.

Girls and mentors should agree a pattern of meeting which should continue throughout the duration of the award and this should be recorded in the record book. The mentor will be required to complete their comments on a monthly basis and at the end of each 12 month period, sign the record book, giving an outline of the girl's involvement and development within the Christian faith.

Your Queen's Award girl may wish to ask you to be their mentor for the time working for the award. This is a great honour as you will be their spiritual encouragement but the Queen's Award team feel



that it would be best not to take on more than one girl. The commitment required from a mentor is quite significant and it could be difficult to meet on a monthly basis if you are mentoring, for example, four girls.

Due to the nature of the mentor relationship, the Queen's Award team strongly recommend that this person is female.

**Mentors must be over 18 and if girls are under 18 years of age, their mentor must complete an AccessNI check (to be arranged by GB Company). Contact GBHQ for more details.**

#### 4. MENTOR PACKS

A Mentor Pack is provided for all prospective mentors. The pack will be sent directly to the girls along as part of her Queen's Award welcome pack for forwarding to her chosen mentor. Additional copies can also be downloaded from the Leaders' Section of the GBNI website as needed.

The mentor information pack contains:

- Overview of mentor role and expectations
- Support and information available from GBHQ
- Mentor registration form (contains three parts)
  - Part i. For completion by the mentor
  - Part ii. For completion by Company Captain
  - Part iii. For completion by the mentor's own Minister/Pastor
- Mentor process risk assessment

Mentoring cannot start until the mentor registration form has been completed and confirmed as received in GBHQ.

**Registration forms should be completed and returned to GBHQ before 31st March 2026. Girls cannot start the mentor aspect of their award until email confirmation to the mentor is received from GBHQ.**

#### COMPANY SERVICE

Girls should have at least one year's company attendance before applying for the Queen's Award. They must also obtain their attendance for each year that they are working towards the award.

Girls are also required to assist with a section whilst working for their award - company service.

Girls are asked to keep a record of their company service each week, which should be signed by the leader in charge of section/activity. Before final interview, the company Captain should also complete the brief report in the record book on the girl's performance and attitude whilst serving in the company.

Please remember : all girls aged 18 years and over must be AccessNI checked when working with children. This should be arranged by the GB company.

#### COMMUNITY SERVICE

As part of the award, girls should complete at least 48 hours of community service whilst working for their award. Community service can be completed at any time during the two years and there should be at least six months between the start and finish dates of community service.

- volunteering in a charity shop,
- assisting in an animal shelter,
- helping with a club in a different church or
- going out on a mission trip.

If a girl is going out on a mission trip, they can include any pre trip meetings and also any follow up meetings or presentations once she has returned. This is to ensure that the girl has covered the six month period but she cannot include any meetings held before approval has been given by the Queen's Award team leader.

If a girl is under 18, she must be supervised by an adult whilst completing community service. Some community service providers will require

an AccessNI check.

### What if my girl needs to change her community service?

Girls may request to change community service at any time by writing to the Queen's Award team for approval. However, please remember we cannot accept work carried out before approval of the change has been confirmed.

The project assignment is one of the major parts of the award in terms of time and work commitment but it is also one of the award elements girls enjoy completing the most.

### What type of project can they choose?

Everyone has different skills, interests and talents. Girls can choose which project assignment type appeals to them most but why not encourage them to give something new a try?

Candidates can pick from the following project types :

1. written project
2. music
3. physical activity
4. creative/art and design
5. creative writing
6. design technology
7. visual media - photography
8. visual media - documentary/film making

If your girl would like to complete a project that does not fall under any of the categories listed, please contact GBHQ and we will endeavour to develop a suitable criteria list.

Each project type has it's own set of guidelines and requirements but there are a number of points that relate to all projects - **the ground rules**.

### The ground rules

1. Assignment topics should set girls a challenge and should not be a subject already or currently being studied or be based on a girl's own life. Projects cannot be based on girls and/or their lives and experiences (with the exception of physical activity and music).
2. All topics must be in keeping with the aim of the Girls' Brigade and the Queen's Award.
3. Approval must be given by the Queen's Award team prior to starting work for the project assignment.

4. Girls may request to change their project assignment at any time by writing to the Queen's Award team for approval. No work carried out prior to approval being given will be accepted.
5. The internet and text books are useful resources but should not be copied as plagiarism is a serious offence. Any work that is seen to be copied from resources will be returned for re-submission. If text is being quoted throughout the project, ownership must be given to the author. Only 5% of the overall project can be made up of quotations.
6. All work submitted for the Queen's Award must be the girl's own work and must be used solely for the Queen's Award. No work previously submitted for GCSE, AS or A Level or university will be accepted.
7. All project types require written material. This written material must adhere to a set of presentation criteria (as detailed below).

### **Written material criteria**

Written material should include the following:

1. Candidate's name and Company.
2. Title page.
3. Table of contents and page numbers.
4. Should detail the reason for choosing the particular project.
5. Contain a proper balance of words and images. Images must be neatly labelled and be relevant to the text.
6. Word count included.
7. Contain bibliography or reference books and websites consulted.
8. Include acknowledgements

### **What happens when the project assignment is complete?**

It is the girl's responsibility to ensure the project meets the following before submitting to you as Captain/Officer in charge :

- meets the criteria for the selected assignment type;
- follows the synopsis/outline in the Queen's

Award record book;

- meets all the criteria for accompanying written material.

Girls should give you their project assignment for proof reading at least one month prior to the due date.

A project assignment submission form will be sent to you in July/August for completion; this form must be submitted with the project assignment.

### **When are girls required to submit their completed project assignment?**

The deadline for submission to GBHQ of completed project assignments is 30th September in the final year of completing the Queen's Award. Projects can be submitted before this date but should definitely be in GBHQ no later than 30th September.

### **Who assesses the project assignments?**

The final assessment is the responsibility of the Queen's Award team, who will appoint experts in the various topic areas to assess the competence of the projects.

Please note that projects that do not meet the criteria will be returned for amendment and/or additional work.

## WRITTEN PROJECT

Submit a carefully prepared written project on A4 paper to be contained in an A4 project file.

Please note :

- The project should comprise at least 6000 words (but no more than 7000 words).
- The project should be typed or word processed, and should feature a proper balance of words and images (eg. photographs, diagrams, images etc).
- Candidates must show evidence that the project is their own work and not copied from other sources.
- Quotations, which must be clearly acknowledged, may be included.
- It may be on any subject of interest to the candidate, which does not conflict with the aim of The Girls' Brigade.

Example written project topics studied in previous years include :

- History of GB and BB in Holywood
- The Jewish Holocaust
- The Olympics
- The role of women throughout history
- Fashion throughout history
- Women of the Bible

## MUSIC

All **three** stages below must be completed.

1. Over a period of one year candidates are required to devote a minimum of 10 hours focussed listening (free from distraction) to music from a variety of genres eg. classical, jazz, musical theatre, pop etc. Candidates must complete a diary detailing reasons for selection, comparison between genres and how future listening may be impacted as a result (minimum 1200 words).
2. Attend two concerts, musical event, recital etc of differing musical styles and submit a written evaluation on each. Consideration

should be given to the type of event, the performance given and how they were engaged as the listener (minimum 1200 words).

3. Create a case study of a famous composer, musician or performer. Candidates should include reasons for the choice, details of their life, information about their major works or performances and facts which may have had an impact on their work (1200 words minimum with appropriate images).

## PHYSICAL ACTIVITY

The chosen physical activity must be a new one - it cannot be a sport or activity the girl is currently or has previously been involved with.

Complete stage A and either stage B or C

Stage A.

- Submit a detailed diary/account of a personal weekly involvement in a physical activity over a period of 52 weeks. This may include a winter and /or summer activity – evidence of attendance, training and participation in competitions must be identified (1200 words).

Stage B.

- Attend two major competitions/event associated with the chosen activity/sport(s) – this should include reports of attendance at each detailing factual evidence about the sport, participants etc. (1200 words).

Stage C.

- Write a detailed account of interests in the career of one or two leading personalities, in a physical activity, over the period of one year (1200 words).

## CREATIVE WORK

Submit a large piece of creative work with a portfolio of associated written details (minimum 1000 words) for one of the following:

- Art and design (minimum A4 size). For example water colour, acrylic or pencil sketches, pottery.



- Creative needlework (minimum of A4 size). For example cross stitch or embroidery.
- Creative knitting, crocheting or quilting (minimum cot size). For example making a blanket or throw, making a quilt and cushion.
- Creative - general. For example mosaicing, upcycling furniture, paper quilling, decoupage, cake decorating and jewellery making etc.

The portfolio should include photographs of the item at different stages, any sketches/working drawings, description of techniques used and a brief description of why the project was selected. Some examples of creative project work submitted in previous years :





## CREATIVE WRITING

Complete one of the following : poetry, musical or play.

### Poetry

Candidates will show a genuine knowledge of, interest in and love of poetry. This should be demonstrated by completion of both Step 1 (parts a-c) and Step 2 below.

#### Step 1 Personal appreciation of poetry

a. Using three poems as examples, demonstrate three different verse forms choosing from, for example, ballad, sonnet, dramatic monologue, epic, ode, elegy, straight lyric or free verse.

Matters to be considered include an appreciation of:

- What is the form of the poem?
- How does the metre, rhyme (or lack of it), rhythm, punctuation etc. enhance the poem?
- How do the pauses work?
- How do symbolism, use of allegory, metaphor, alliteration, irony, rhetoric and other such devices help us to become intellectually, imaginatively and sensually involved in the poem?

b. An appreciation of the works of three major poets showing how their social backgrounds influenced the poets' work. One poet should be from each of the following periods: 16 & 17th century, 18th & 19th century, 20th & 21st century.

c. Attend at least one poetry reading by a published poet. Simply listen and enjoy. If possible get the poet to sign and date something to show that they have been there (and to have something to remember it by!)

#### Step 2 Your poetry

Drawing on what has been absorbed and reflecting on poetic techniques studied, give three examples of their own poetry.

## Musical

Write a minimum of three songs and compose the music which must be submitted on a USB drive. Candidates must include a score and lyrics for each song in your write-up. Girls should also submit a synopsis of the storyline as well as details of the characters, costumes, staging, and props.

### Play

Write a play of a minimum 20 minutes or two short plays totalling 20 minutes. The completed script and details of characters, costumes, staging, props and costing must be included.

Please note: The piece must be suitable for public performance and be the candidates own work. The selected topic must not conflict with the aims of The Girls' Brigade.

## DESIGN TECHNOLOGY

The emphasis is on creativity and involvement in a major work in any medium. It involves the design (concepts, sketches and working drawings) and the making of an article. It should contain written work on the choice (1000 words).

Suggestions include:

- |             |                   |
|-------------|-------------------|
| - Woodwork  | - Metalwork       |
| - Pottery   | - Doll/toy-making |
| - Carving   | - Fabric          |
| - Sculpture | - Dressmaking     |

Examples of previously submitted projects :





## VISUAL MEDIA

### Photography

Candidates should complete all three steps.

#### Step 1

Research the development of a particular genre of photography eg. photo journalism in the beauty/fashion industry and its impact on today's photography; a social documentary for example nature/natural world or architecture – the

developing shapes of the modern city skylines etc.

(Minimum 2000 words).

#### Step 2

Problem solving – provide three examples of original photographs each with a different problem/defect eg. red eye, poor colour balance/contrast, incorrect focussing. Identify the problem and explain which tools/processes are required to correct the problem. Provide a corrected version of each of the original photographs.

#### Step 3

Portfolio of photographs – provide a portfolio containing at least 10 photographs which illustrate a chosen theme, and a diversity of approach in developing it.

Photographs for the completed portfolio should be mounted on card together with a brief explanatory caption and should be presented in an appropriate display folio.

Photographs should be at least 7 x 5 inches in size.

### Documentary/film making

Candidates should complete all three steps.

#### Step 1

Research documentaries, provide examples that inspired the candidate and submit an account of the findings. (Minimum 700 words).

#### Step 2

Complete a statement of intent (minimum 300 words) which should be accompanied with a storyboard showing how the final submitted documentary was planned.

#### Step 3

The final product should be between ten to twelve minutes in length, it should develop a theme and involve other people. All filming, recording and editing should be their own work. The final film will be assessed on sound, lighting, camera work (variety of angles and length of shots) and editing. The final film must be shot landscape. The final copy should be submitted on a USB drive.

## INITIATIVE TESTS

Initiative tests are short time scale tasks designed to help candidates develop qualities of reliable leadership and initiative. Candidates will be asked to complete two initiative tests as part of their award.

Some tasks are practical whilst others will require undertaking a short project (not more than four sides A4).

The first test will take place during October/ November of year one and the second during October/November of year two.

Examples of tests that have been set previously include:

- Arrange and prepare a meal for six people (to include the company Captain)
- Organise a church clean-up
- Design a new Queen's Award certificate
- Organise a fundraising event for charity of their choice
- Research and deliver an online safety awareness presentation to a section in their company
- Decorate and plant a terracotta plant pot and gift to someone in the community
- Knit a comfort mitt for a dementia patient
- Make a pillowcase dress for children in GBNI supported school in Kisoro, Uganda

After completing the initiative test, candidates will be asked to complete a short (500 words) write up of the task to be submitted to GBHQ. The Queen's Award team will assess all initiative tests.

Initiative tests will be sent directly to girls with a six-eight week completion deadline. Captain/ Officer in charge will also receive a copy of the test as well as a sign off sheet which must be returned with the test to GBHQ.

## STUDY PAPER

### What is the study paper?

The study paper is a two hour written paper based on study paper notes that aims to broaden and increase candidate's knowledge of current affairs. The paper is in two sections, Section A and Section B with 100 marks available in total.

### What is Section A?

Section A is worth 80 marks and consists of questions based on the study paper notes provided. Study paper notes and practise questions can be downloaded from GBNI website. A copy will also be sent automatically to all girls once they book their study paper.

### What sort of topics will be asked about in Section A?

Section A topics will include knowing my nation (45 points), living in NI (10 points) and knowledge of the Girls' Brigade (25 points).

### What is Section B?

Section B is worth 20 marks and consists of one short essay style question. Section B is not based on the study paper notes and will ask for the girl's personal opinion on a subject.

### When and where is the study paper completed?

Each GB session there are two study paper weeks, one in November and another in February, in which to complete the paper. This means candidates have four different periods in which to complete the paper - they can choose which week suits best. Once they have selected the preferred period, candidates should book their study paper online in the leaders' section of GBNI website and request a study paper to be forwarded to the Captain/Officer in charge. The paper should be completed in company during the chosen study paper week.

### What is the pass mark?

The overall paper pass mark is 60. Candidates

must also get a mark of at least 20 out of 25 under the Brigade Knowledge section of the paper to pass.

### **What happens if my girl does not pass the paper, can she resit?**

If candidates do not reach both the minimum mark 20/25 in GB Knowledge and the overall 60 pass mark for the complete paper they will be given the opportunity to resit another paper. Girls can resit more than once, however, please remember if they select the 4th date to sit the study paper and do not pass the exam, they will have to defer to the following year to resit another paper.

If a girl is required to resit the paper, the Captain/ Officer in charge as well as the candidate will receive notification.

### **What if my girl requires assistance in order to sit the exam?**

If any girl requires any assistance or is entitled to additional time for exams please contact Emma Ross at GBHQ at time of booking.

## **FINAL INTERVIEW**

The last part of your girl's Queen's Award will be the final interview. Interviews take place in March and April each year in GBHQ.

### **What happens at the final interview?**

During the final interview girls will be asked a few questions relating to their Queen's Award journey, faith and church life as well as plans for the future. There will also be a general discussion on their approach to life.

### **Who conducts the interviews?**

Interview panels consist of three members - the panels change each year but will generally be made up of members of the Queen's Award team, GBNI Executive, GBNI Brigade Council and others co-opted by the team.

### **What else happens at interview stage?**

During interview girls will be asked to present a five minute presentation. The topic will be selected by the Queen's Award team and candidates will receive details of the topic at least four weeks before the interview date. Candidates are free to use PowerPoint, prepare display boards, hand-outs and cue cards for the presentation.

### **What paperwork does my girl require from me prior to final interview?**

At least six weeks before final interview candidates will be given a full list of what paperwork and records they are required to bring. This list may vary if girls have deferred their award at any time or completed a mission trip for their community service etc.

At a minimum all girls will be required to submit a copy of their company and church attendance award records for the year of application plus each year working for the award. Please blank out the details of other girls in your company if noted on the same form.



## When will we find out the interview results?

Interview results are sent as soon as possible after the interview date. Both Captain and candidate will receive notification. If girls are unsuccessful, they will be recalled and given the opportunity to resit the interview.



The presentation ceremony marks your girl's success in gaining the Queen's Award. It is held in May of each year and it is when the official presentation of their Queen's Award certificate will take place.

(The brooch should be presented at the annual display or a similar event within your company).

The venue changes each year and you will receive details of that year's presentation ceremony in advance.

The presentation ceremony is a lovely opportunity for us all to celebrate the hard work, time and dedication girls have put in to achieving the Queen's Award; each girl will receive guest tickets for family and friends and we are sure they will also enjoy the chance to congratulate and applaud the recipients for their achievement. Invitations to attend will also be extended to girls' Captains and Officers in charge of Queen's Award.

We look forward to receiving applications from your girls and working with them over the coming years as they achieve their Queen's Award and of course joining with you all in the celebrations at the presentation ceremony in May 2028!