

PARTNER TOOLKIT



WELCOME

to the Move With Us Leaders Academy (MWULA) programme!

Active Essex is dedicated to supporting future Leaders, Volunteers, and Coaches in the Sport and Physical Activity sector. Community clubs and schools are already engaging young people, and Active Essex aims to provide more learning and development opportunities, with your support!



www.activeessex.org/move-with-us-leaders-academy

WHAT WILL YOU BE A PART OF?

The programme empowers young people through volunteering in community sport, helping them gain experience, build confidence, and develop key skills for life and future careers—all while being supported and recognised for their contributions.

WHO IS THE PROGRAMME FOR?

This programme is for young people aged 12-18 years old who have either attended a community sports club, Essex ActivAte or Active Essex Foundation club, and are now ready to step into a more responsible and active role in leadership. Schools can also get involved in the programme and put forward young people who wish to take part as well.

HOW WILL THE PROGRAMME SUPPORT YOUNG PEOPLE?

MWULA will support young people by offering resources and opportunities to enhance skills, build confidence, strengthen their CV, support young voices in leadership, as well as gain a reference to support future endeavour.



ROLE OF A MENTOR



The aim for organisations and mentors involved in the Move With Us Leaders Academy is to support the growth and development of young leaders by offering meaningful opportunities for volunteering, training, and personal development.

By participating, organisations help create inclusive environments that nurture leadership potential, strengthen community sport, and benefit from a more skilled, confident, and engaged group of young people.

The programme is flexible, allowing delivery at a pace that suits both the organisation, and the young people involved. To ensure consistency and quality, organisations are asked to support young leaders in understanding and working through the programme checklist provided.

AS PART OF THEIR INDUCTION, YOUNG PEOPLE SHOULD BE:



Briefed on health and safety, safeguarding, and first aid procedures



Introduced to the club's processes and procedures



Assigned a mentor and made aware of their roles and responsibilities



Clearly informed about expected behaviour and standards within the club environment







The MWULA programme is designed for young people aged 12–18 years, and we recommend offering age-appropriate roles and responsibilities to support their growth, as they mature to assistant coaches.

The aim is to help each young person progress through their leadership journey, so by the time they reach employment age, they feel confident and capable in coaching and leadership roles, within your organisation.

Here is an example of how roles and responsibilities can progress with age:



AGES 12-13: MINI HELPERS

Buddy Leader:

Offers support and encouragement to younger participants.

Time Keeper:

Helps monitor the timing of activities and breaks.

Equipment Leader:

Assists with setting up and tidying away equipment.



AGES 14-15: JUNIOR LEADERS

Activity Lead:

Leads warm-ups/mini-games with small groups, under staff supervision.

Feedback Collector:

Gathers feedback from peers and shares it respectfully with coaches.

Team Captain:

Supports peers during games and encourages team spirit.



AGE 16+: YOUNG LEADERS

Mentor for Junior Leaders:

Guides and supports younger leaders, sharing tips and encouragement.

Feedback Advisor:

Works with lead coaches to reflect on sessions, celebrating strengths and suggesting improvements.

Assistant Coach:

Helps plan drills, provide player feedback and assist in session planning/decision-making. Young leaders can also design and lead mini tournaments or workshops.

TRAINING RESOURCES



Don't forget to check out the dedicated support page for organisations, packed with ideas and resources to help young leaders! These free materials can be used in any way that works for you, as you guide your young people through their leadership journey.





Training Pack



This pack includes tutor notes for a session on leadership skills, qualities of great leaders, delivery and planning techniques, and organising games. It can be delivered in one day or in six shorter sessions.

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Training Cards

Perfect for quick, impactful training moments before or after delivery sessions.



Session Ideas

Ready-to-use activities that young leaders can lead themselves or adapt for different settings.



Support for You (Organisations)

We believe your development matters too. That's why we've included insightful tools and resources such as Buddle, the StreetGames Voice Toolkit, and more.



Take a look at the MWULA Organisation website here.

RECOGNITION AND REPORTING

#MOVE WITHUS

LEADERS

ACADEMY

The Move With Us Leaders Academy offers a clear progression for young people aged 12–18, celebrating their growth at three levels. When a young person joins the programme, they'll receive a welcome pack as a token of appreciation for being part of the Move with Us Leaders Academy.

To nominate a young person for a Move With Us badge, simply complete the following steps:



Introductory Level - Foundation Award

This marks engagement in the first six weeks of a young person's Move With Us Leaders Academy journey. You can download their Learning Log, reference letter, and certificate of completion here.



Development Level - Intermediate Award

This award shows continued development with skills and badge achievements., and at this point of the programme, you can nominate your young leader(s) for their MWU badges. Please email CYP@activeessex.org with the badge nominated as M-Motivated, W-Willingness, or U-Understanding with a short sentence of this achievement. You can download their certificate here.



Advanced Level - Leadership Milestone

This award recognises consistent volunteering and impact at a local level. To nominate your young leader(s), please email CYP@activeessex.org providing information about their achievements and volunteer efforts.





SUPPORT AND GUIDANCE



As mentors to emerging leaders, it's crucial to support them in showcasing their accomplishments and volunteer experiences by highlighting the hours they have dedicated alongside you.

TIPS FOR HIGHLIGHTING MWULA ON YOUNG PEOPLES CV



Be a Leader:

Have you ever helped organise a club or been a team captain? If so, you're already a leader! Put this on your CV to show you're great at teamwork and making decisions.



Add Certificates, Training and Achievements:

Include completed courses and training on your CV to showcase your hard work and learning. Highlight achievements from the Move With Us Leaders Academy, including certificates, badges, reference letters, and formal recognition letters from Essex County Council Year Of Opportunities.



Help Out in Your Community:

Joining a programme like MWULA, helping in your school or at local events, shows that you care about others. You can write this under "Volunteering" to impress future employers. Don't forgot to add the number of hours/weeks you've volunteered for!



Show Off Your Super Skills:

Are you good at talking to people, solving problems, or working in a team? These are all amazing skills that jobs love to see!





THANK YOU'S

for being an invaluable part of the Move With Us Leaders Academy!

By providing purposeful leadership experiences, we're empowering young people to grow into confident, skilled coaches and positive influencers in their communities. By offering your time, guidance, and belief in their potential, you're creating spaces where young leaders feel seen, trusted, and inspired to grow.



A reminder email will be sent to complete a survey in September, January, and June each year. This survey aims to gather insights on the impact of the young leaders' journey so far. We would greatly appreciate your participation, as it will help us continue to support and enhance the skills of young people.

