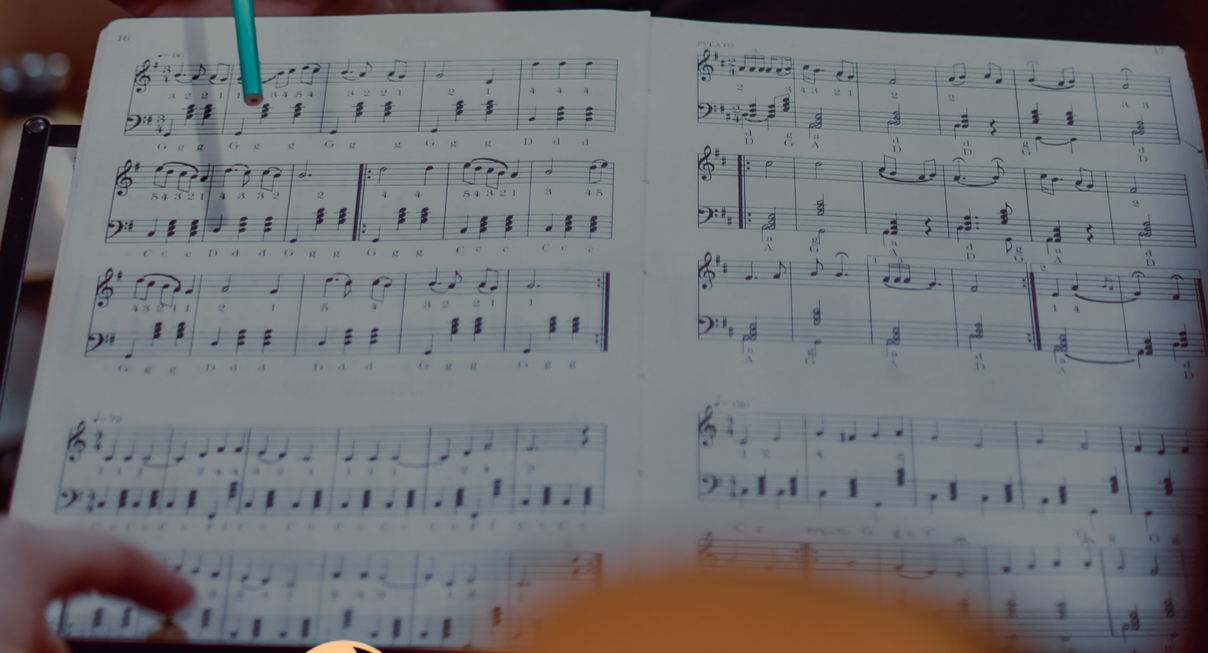


Substantial Contribution Guidelines



AMEB Award



Before You Get Started!

The Gold AMEB Award requires that participants complete one Substantial Contribution Activity (SCA). This guideline outlines the reason for the Requirement, the expectations of the breadth of the contribution and some useful examples.

Have a look through, and then start your planning!

Award Philosophy

The performing arts industry is a rich and diverse ecosystem, encompassing a range of skills and roles beyond the stage's spotlight and what the audience sees.

Passionate performing artists often perform tasks beyond their disciplines, accomplishing the leadership roles of venue managers, set designers, tour managers, teachers, studio owners, festival organisers, and more, contributing valuable leadership skills and attributes to the performing arts community. While these individuals may excel as performers, their additional contributions help to create a thriving and diverse community.

The Gold Award program recognises and rewards those who go above and beyond, encouraging others to learn invaluable skills and explore alternative and exciting career paths by undertaking a leadership role for Substantial Contribution Activity.



Rules & Requirements

Your proposed Substantial Contribution Activity (SCA) must meet the following Gold AMEB Award Requirements:



Commit to a minimum of 8 hours of direct involvement and effort

We recommend that you complete your SCA over a period of at least six months to show your ongoing commitment to this activity.

Align with the Leadership in the Award Contribution Activities categories

Meaning your SCA should have an element of teaching, tutoring, mentoring, empowering, or leading by example, offering inspiration, team leading or project management.

Demonstrate an element of planning

Whether a creative or administrative project, we want to see the planning process before the SCA event. You must also describe your plan in your SCA reflection.

Provide a reflection piece on your SCA process and outcome

We recommend a written word limit of 250–500 words and this may be submitted in text, audio or in video format.

Approval from your Award supervisor

Be undertaken solely for the Gold AMEB Award program

Your SCA cannot be any part of an assignment or project that will be or has been assessed within your formal education. This includes any schooling, vocational training or tertiary education.



Substantial Contribution Activity: Examples

Consider the strengths and the skills you want to learn and develop through the Gold AMEB Award, positively shaping your performing arts community.

- Advocate leadership role (e.g., in a performance arts committee, organisation or school department).
- Be an arts captain in your school or undertake the tasks usually consistent with this type of role. You can list the tasks undertaken in your description.
- Compose or arrange music for an event.
- Conduct a band, orchestra or choir at a performance.
- Create a marketing plan for an event. (This may include creating a name and brand; setting a timeline for promotion; creating a social media campaign; contacting stakeholders; media releases etc.).
- Create a podcast, blog or vlog.
- Create a research project on a performing arts subject/person of interest.
- Create a music video, short film or play.
- Direct a music video, short film or play.
- Establish a performing arts group (e.g., a student-led a cappella choir or hip-hop dance group).
- Fundraise for a performing arts group/organisation.
- Plan an event series (e.g., concert series or weekly dance workshops).
- Tutor, mentor or teach younger performers regularly, with a specific outcome (e.g., a teaching assistant at a dance school; leading sectional rehearsals; within a choir or orchestra which contributes to a performance).
- Write a play, a substantial series of poems or narrations.
- Use your imagination, and surprise us!



Pre-approve your SCA

We welcome and encourage you to seek pre-approval of your Substantial Contribution Activity. This is not compulsory, but we highly recommend doing it to ensure the success of your Award submission.

Send a 100 word description of your SCA idea to AMEB Federal Office at online@ameb.edu.au, and we'll let you know if it meets the requirements.

Details to include

- Your (participant) name
- Your Enrolment key
- A brief description of the project and your role in it
- The number of hours you estimate will be involved
- Planning you will undertake
- Outline how this activity demonstrates an element of leadership
- How this project will contribute to your performing arts community



We'll contact you via email (within 2 weeks) to approve or discuss your project. If your proposal requires refining or clarification, we'll phone you (or your enroller) to discuss variations and improvements.

A final approval email will give you the go-ahead to begin your SCA. To meet the Gold Award Requirements, you must complete the SCA as described, and be approved by your Award supervisor.



Reflection

After completing your Substantial Contribution Activity (SCA), it's essential to take the time to reflect on your experience and provide us with your thoughts and insights.

We'd like to hear, in your own words, how you felt after the project, and we suggest you consider the following questions:

- How did you feel after completing the SCA?
- Did it go as planned?
 - If yes, what worked the best?
 - If no, why and what could be improved for next time?
- Did you receive feedback from others involved?
- What were the major challenges, and how were they overcome?
- What were key insights/lessons that you gained from your experience?

If your project didn't go according to plan, don't worry! Use this as an opportunity to tell us what you learned.

Your reflection can be submitted in written form under "My contributions" in SCORE, with a suggested word count of 250–500 words. However, we encourage you to be creative and honest in your reflection. You can also submit your reflection in other media types, such as audio or video recordings (MP3, WAV, MP4, MOV, or other file types).

Remember, reflecting on your experience is a valuable part of your journey towards the Gold AMEB Award, whether your project was a success or, simply, a learning experience.