

THE DIANA AWARD _ JUDGE APPLICATION GUIDE



Thank you for your interest in volunteering as a Diana Award Judge.

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Please read the full guide before starting your application.

1_ OVERVIEW

About Us

We are proud to be the only charity set up in memory of the late Diana, Princess of Wales and her belief that young people have the power to change the world. Our mission is to empower young people to lead that change through initiatives that unlock their potential, inspire action, and create opportunities, ensuring that no young person is left out or left behind.

The Diana Award

The Diana Award celebrates young people (aged 16-25) who are changing the world through social action. We recognise youth-led projects and initiatives that align with four key Sustainable Development Goals (SDGs):

- Quality Education
- Good Health and Wellbeing
- Reducing Inequalities
- Climate Action

In 2026, up to 200 exceptional young people will be honoured with the Diana Award, spotlighting their contributions to a more just, inclusive, and sustainable future. An integral part of this process is our volunteer judges! They bring diverse experiences and perspectives, helping us fairly review nominations and celebrate the next generation of changemakers.

2_ THE ROLE

What Judges Do

As a Diana Award Judge, you will:

- **Attend one mandatory online training session** (2 hours) to learn about our process, criteria, and safeguarding approach.
- **Independently review a set of nominations** in March 2026, scoring and commenting against our criteria.
- **Join two online panel meetings** (60-120 minutes) with fellow judges to agree on final decisions.
- **Uphold our Code of Conduct**, respect confidentiality, and declare any conflicts of interest.

You will be supported by The Diana Award team throughout.

Eligibility

To apply, you must:

- Be aged **18+** at the time of application.
- **Not have personally nominated** a young person for the 2026 Diana Award.
- Commit to **the timeframe outlined** and have a reliable internet connection.
- Agree to the **Code of Conduct, confidentiality, and conflict of interest** requirements.

Diana Award Recipients and Legacy Award Recipients are welcome to apply.

Who Can Apply

We welcome applications from individuals with a wide range of professional and lived experiences, including:

- Youth work, education, safeguarding, or social services
- Community organising and grassroots movements
- Nonprofit/NGO, philanthropy, social enterprise, or corporate social responsibility
- Advocacy and human rights
- Lived experience related to issues impacting young people, aligned with our four SDGs (e.g., Quality Education, Good Health & Wellbeing, Reducing Inequalities, Climate Action)

We particularly value:

- Commitment to fairness and inclusion
- Experience working with and/or supporting young people
- Understanding of social action and community impact
- Ability to collaborate and make balanced decisions

You do not need prior judging experience. We especially encourage applications from underrepresented groups and all world regions.

3_ TIME COMMITMENT & KEY DATES

Estimated total time: 12-15 hours across February-March 2026.

- **Applications open:** 3 November 2025 (10:00 GMT)
- **Applications close:** 1 December 2025 (23:59 GMT)
- **Outcome of judge applications:** February 2026
- **Online training (choose one):**
 - Thursday 12 February 2026 (12:00-14:00 GMT)
 - Tuesday 17 February 2026 (17:00-19:00 GMT)
- **Independent review window:** March 2026 (self-paced)
- **Panel meeting(s):** March 2026 (90-120 minutes, scheduled with your panel)
- **Virtual 2026 Diana Awards Ceremony:** 4 November 2026 (optional)

We schedule training and panel sessions across multiple time zones to ensure accessibility for judges globally. Each session will offer at least two options at different times of day.

**Please note: the level of commitment required may change depending on the volume of nominations received and the needs of the programme.*

4_ APPLICATION PROCESS

How to Apply (Steps)

1. Read this guide and ensure you can commit to the time commitment and key dates.
2. Complete the [online application form](#) by **1 December 2025 (23:59 GMT)**.
3. Provide details for **two referees** (professional or volunteer capacity; not including family or friends).

4. If successful, attend your training session in February 2026.

Checklist

Before submitting your application, make sure you:

- Meet the eligibility and time commitment requirements.
- Select your February-March 2026 time zone.
- Select a training date and provisionally add it to your calendar.
- Prepare your 25-word biography (written in English).
- Provide **two** accurate referee details.
- Add nominations@diana-award.org.uk to your safe sender list.

Selection Process

- Applications will be reviewed against a simple scoring rubric aligned to the role requirements by The Diana Award team.
- We are aiming to recruit around 60-90 Judges (subject to change depending on the number of nominations received).
- Referees will be contacted before appointments are confirmed.
- All applicants will be notified of outcomes in **February 2026**.
- We are committed to an open and inclusive process and will make reasonable adjustments for applicants with accessibility requirements.
- *Please note that due to the high volume of applications, we are unable to provide individual feedback if your application is unsuccessful.*

5_ JUDGING JOURNEY

Here's how the process works, from applying to final decisions:

Step 1: Application (Nov-Dec 2025)

- Submit your application and provide two referees.
- Applications are reviewed against eligibility and role requirements.
- Referees may be contacted.
- All applicants are notified of outcomes in February 2026.

Step 2: Training (Feb 2026)

- Attend a 2-hour online training session.
- Training covers our process, scoring framework, bias awareness, safeguarding, and confidentiality.
- You'll also receive written/visual guidance and examples.

Step 3: Independent Review (Mar 2026)

- Review a secure set of nominations.
- Score and comment against the criteria (Leadership; Tangible Impact; Peer Empowerment; Resilience & Integrity; Sustainability & Legacy).

- Note any safeguarding concerns or conflicts of interest.
- Please note, work is self-paced within the review window.

Step 4: Panel Meetings (Mar 2026)

- Join two online panel meetings with 2-3 other judges (60-120 minutes).
- Share perspectives, discuss cases, and calibrate scores.
- Agree on the final list of Diana Award Recipients for your panel.
- Each panel has a **Lead Judge** to guide discussions and ensure fairness.

Step 5: Final Checks (Apr 2026)

- The Diana Award team review shortlisted nominees and complete final checks.
- Final decisions are confirmed by The Diana Award ahead of the 2026 Diana Award Ceremony.

Lead Judge Role

Each panel will have one **Lead Judge; this role will consist of:**

- Helping set the tone and pace of discussions.
- Ensuring all voices are heard and aligning the group to the judging criteria.
- Leading the panel with fairness, confidence, and respect, fostering a collaborative and inclusive space.
- Confirming final decisions with the panel and sharing with The Diana Award team.

You can indicate your interest in serving as a Lead Judge during your application. Additional guidance will be provided during training.

Diversity, Equity & Inclusion

We aim for panels that reflect a diversity of geographies, identities, and expertise. Judges receive guidance on **bias awareness** and are asked to reflect on positionality, particularly when reviewing nominations from their own country or community.

Safeguarding & Confidentiality

- All nominations are **confidential** and must not be shared.
- Judges must declare **conflicts of interest** (e.g., personal, professional, or organisational connections).
- Safeguarding concerns must be raised with The Diana Award team immediately.
- By applying, you also agree to keep information about recipients confidential until the official Virtual Diana Award Ceremony on **4 November 2026**.

Code of Conduct

Judges must uphold our values of honesty, respect, and ethical behaviour. Breaches of safeguarding concerns, unethical behaviour, or actions that harm our values/reputation may result in removal from the role. Decisions are guided by Charity Commission advice, with the safety of our young people and the integrity of The Diana Award as top priorities.

You can find the **Diana Award Judge Code of Conduct** [here](#).

If a complaint is raised regarding a judge, we will address it in line with The Diana Award's internal policies and procedures, ensuring a fair and appropriate response.

Accessibility & Support

We welcome volunteers with accessibility requirements or needs. Please share any requirements in the application form and we will do our best to provide reasonable adjustments. As this role is largely online and involves significant reading and writing, please let us know if you would like support in these areas so we can work with you to make the process as accessible as possible.

Tech & Language Requirements

- A stable internet connection and a device for joining Zoom video calls.
- Access to email and our secure judging platform on Salesforce.
- **Working language:** English (applications are reviewed and discussed in English).

What You'll Gain

- A meaningful way to champion youth-led social change.
- Insight into impactful initiatives worldwide.
- A structured, values driven judging framework you can apply elsewhere.
- Connection with a global community of peers and experts.

This is a **volunteer role**.

6_ SUPPORT FROM US

Judges will receive:

- A full online Zoom training session led by The Diana Award team.
- Written and visual guidance, including scoring criteria and examples.
- Ongoing support and check-ins during the judging period.
- Accessibility adjustments where possible.

7_ FAQs

Can I apply if I'm a Diana Award Recipient?

Yes. We value your perspective and apply the same selection process to all applicants.

What if I have a conflict of interest?

Declare it in the form or if it arises later – we will reassign that nomination.

What if English isn't my first language?

A good level of English is required to read and review nominations and to discuss decisions with the panel. We will always aim to use accessible wording.

Is this role paid?

No. It is a volunteer position, but there are no costs to participate.

How many nominations will I review?

This varies, but workloads are designed to be manageable within 12-15 hours. *

**Please note: the level of commitment required may change depending on the volume of nominations received and the needs of the programme*

What if my availability changes?

Let us know as soon as possible. If we cannot reach you or receive timely responses, we may need to revoke your role.

By volunteering as a Diana Award Judge, you play a vital role in recognising and celebrating young driving positive change around the world. Thank you for offering your time, skills, and perspective to this process.

[APPLY HERE](#)

Applications close: 1 December 2025 (23:59 GMT)