



## **Becoming a *Stepping Stones for Tourism* facilitator**

The training of facilitators in the *Stepping Stones for Tourism* process and methods is managed by Stepwise Heritage and Tourism Pty. Ltd. who license individuals and organisations to deliver programs in a way that maintains the professional standards and integrity of the *Stepping Stones* program.

The training system for facilitators of *Stepping Stones for Tourism* involves working through 3 stages - the level required being determined by individual professional needs and aptitude to the skills of facilitation in the settings in which people propose to use *Stepping Stones* for Tourism in the future.

Training programs are customised for groups of participants according to level of experience and opportunity to complete the in-service components. All participants however are required to demonstrate they have completed the requirements for each stage.

### STAGE 1 INTRODUCTORY SEMINAR            1 day

This stage involves attendance at an introductory 1-day seminar that introduces participants to *Stepping Stones for Tourism* and its application. The seminar is appropriate for government agency staff, staff of Aboriginal organisations and people with experience in facilitation.

*People who have completed this stage:*

- ~ can inform others and confidently introduce groups to the basics of the *Stepping Stones* process

### STAGE 2 PRELIMINARY PRACTICE TRAINING        2 days + inservice application

This stage involves a thorough introduction to *Stepping Stones for Tourism*, how the process works in practice, how the process is designed to achieve outcomes, how the process can be used flexibly as the context requires. At the conclusion of this stage, people can assist Principal Facilitators in delivering *Stepping Stones* activities. In order to complete this stage, a participant has to attend at least one *Stepping Stones for Tourism* workshop or activity in an assistant capacity and will be able to enter into a license agreement for access to and use of *Stepping Stones* for Tourism program materials

*People who have completed this stage:*

- ~ can conduct basic *Stepping Stones* activities and lead 'What is tourism?' and 'Introduction to *Stepping Stones*' programs
- ~ can confidently assist in the delivery of full *Stepping Stones for Tourism* workshops with more experienced facilitators
- ~ agree to abide by the principles and code of conduct of *Stepping Stones* facilitators
- ~ agree to report all use of *Stepping Stones* to enable use of the process to be monitored and reported

### STAGE 3 PRINCIPAL FACILITATOR

2 days + inservice application

This stage involves concentration on the development of professional practice in the individual and collectively amongst facilitators. Facilitators are expected to demonstrate a high level of capacity to apply the principles of participatory planning and to achieve clear positive outcomes from their professional practice. This stage involves a 2 day professional development workshop that concentrates on the experience of facilitators in working with Stepping Stones for Tourism in practice and forums to improve outcomes through our professional practice. This includes developing enhanced versions of programs and supporting materials.

*People who have completed this stage:*

- ~ are considered 'Principal Facilitators' with Stepwise Heritage and Tourism and can confidently conduct Stepping Stones activities unsupervised. They can also provide supervision to other training facilitators
- ~ gain access to facilitation tools and support materials through Stepwise Heritage and Tourism
- ~ will receive the highest level of professional remuneration in recognition of their skills and investment in training and professional development
- ~ agree to abide by the principles and code of conduct of Stepping Stones facilitators
- ~ agree to report all use of Stepping Stones to enable use of the process to be monitored and reported

### Stepwise Heritage and Tourism

Facilitator training for Stepping Stones for Tourism is delivered by Stepwise Heritage and Tourism. Stepwise Heritage and Tourism provides services to assist Indigenous communities, governments and businesses in relation to land management and economic development. In particular facilitation of participatory planning for Indigenous tourism, sustainable tourism, land management, heritage site conservation and interpretation. Stepwise Heritage and Tourism concentrates on the professional development and provision of facilitators to work in these areas using a range of products and processes.

The planning tools utilised by Stepwise Heritage and Tourism include:

- *Stepping Stones for Tourism:* Tourism development process for Indigenous businesses and groups. This
- *Steps to Sustainable Tourism:* Workshops to assist in the planning of sustainable futures for tourism, heritage and the environment
- *Protecting Heritage Places:* Workshops for heritage managers, land managers and local communities developing land management and heritage management plans

Stepwise Heritage and Tourism has been established by a group of facilitators skilled in delivering participatory planning services in the environment and Indigenous and business management fields. Stepwise Heritage and Tourism operates as a network of skilled and highly experienced professionals that can flexibly provide services across Australia and internationally according to the needs of particular projects and processes.

Stepwise Heritage and Tourism was established initially to address the gap in the market in capacity building for tourism, enterprise development and tourism product development in Indigenous communities. Its aim is to supply tools and services for Indigenous communities to assist them to make a decision to enter into a tourism enterprise development process and to develop their tourism products and businesses.

Stepwise Heritage and Tourism facilitators subscribe to a set of professional practice principles and have committed to participating in their own professional development. Our aim is to create empowering processes that support people to build on their own skills and assets to create strong economic, cultural and social outcomes.