

3. Sample NGTP Orientation Schedule



SELECTIONS FROM:
INTERPRETING FOR CONSERVATION
A MANUAL FOR TRAINING
LOCAL NATURE GUIDES

NGTP ORIENTATION SCHEDULE, WEEKS 1 - 2

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<p>Teachers Arrive!</p> <p>Begin preparing NH Binder for Course</p> <p><i>Begin preparing SMART Objectives for morning bird walks in course</i></p> <p><i>Begin preparing Objectives and plans for NH lessons, month 1 of course</i></p>	<p>2:30-7:00 Office</p> <p>Ice Breaker Activity</p> <p>Favorite Things</p> <p>Staff Roles</p> <p>Orientation folders</p> <p>Health Insurance</p> <p>Medical Kits</p> <p>Expectations</p> <p>Intro to RARE, WT</p> <p>Intro to NGTP</p>	<p>2:30-7:00University</p> <p>Lemon Exchange</p> <p>A Clear Image</p> <p><i>Intro to Mapping a People, 15 Question Survival Skills II</i></p> <p>6 month overview and responsibilities</p> <p>HW: Prepare 10 minute mini lesson</p>	<p>2:30-7:00University</p> <p>Intro to Daily Routine: warm-up, word of day, cultural moment, Mapping, 15 Q's.</p> <p>Host family checks</p> <p>Teacher minilessons</p> <p>Culture Shock</p> <p>HW: Learning Styles Test</p>	<p>2:30-7:00University</p> <p>Daily Routine-TC</p> <p>Staff teaching Demo</p> <p>Intro to TEFL</p> <p>Intro to 3 P's</p> <p>Who are the learners?</p> <p>HW: Prepare 3 P's lesson in pairs</p>	<p>9-1:00 University</p> <p><i>Daily Routine-NHC</i></p> <p>Teacher 3P's Demos and discussion</p> <p>11 Assumptions</p> <p>Learning Styles</p> <p>Why Immersion?</p> <p>FREE</p>	FREE
<p><i>Prepare Intro to Birding for vols.</i></p> <p>3:30-7:30University</p> <p>Daily Routine-Teacher 1</p> <p>Feedback</p> <p>Student-Centered Approach</p> <p>Non-verbal Communication</p>	<p><i>Prepare SMART Objectives for birding sessions with volunteers</i></p> <p>2:30-7:30University</p> <p>Daily Routine – T2</p> <p>Intro to MBTI</p> <p>Cooperative learning and coop. Structures</p> <p>The Parable</p> <p>HW: Prepare coop. Structures demo</p>	<p><i>Prepale NH SMART Objectives and lessons for vols.</i></p> <p>2:30-7:30University</p> <p>Daily Routine - T3</p> <p>Teacher Demos</p> <p>MBTI presentation</p> <p>Lesson Planning</p> <p>Staff Team</p> <p>Teaching Demo</p> <p>HW: prepare team teaching demo using lesson plan format</p>	<p><i>Prepare NH lessons for volunteers</i></p> <p>2:30-7:30University</p> <p>Daily Routine – T4</p> <p>Team teaching dems</p> <p>5:00 Guest speaker: Tourism in the Region</p>	<p>8:00 Office</p> <p>Travel to Orientation Site (local community in protected area)</p> <p>HW: Think of a story to share</p>	<p>9-1 School</p> <p>Daily Routine – T5</p> <p>Story Telling</p> <p>Intro NH Stories</p> <p>Intro. Interpretation</p> <p>Model Tour</p> <p>3-6 Tour with Park Staff</p> <p>FREE</p>	FREE

NGTP ORIENTATION SCHEDULE, WEEKS 3-4

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<p>FREE</p> <p>3:00-7:00 School Daily Routine – TC Intro to NH Intro Guides' Guide Intro to Birding</p> <p>7:00 Intro to Practicum, post signs in community</p>	<p>6:30-8:00 <i>Birding</i></p> <p>9:30-1:00 School <i>NH Class</i></p> <p>3:00-7:00 School <i>Daily Routine-NHC</i> ESP Demo Stereotypes Staff Outrageous Teaching Demo</p> <p>HW: prepare outrageous teaching demos in pairs</p>	<p>6:30-8:00 <i>Birding</i></p> <p>9:30-1:00 School <i>NH Class</i></p> <p>3:00-7:00 Daily Routine – T1 Outrageous Demos 1 and 2 Intro Bird of Day Routines</p> <p>HW: Read Pedagogy manual chapter</p>	<p>9:00-1:00 School Daily Routine – T2 Bird of the Day-TC Curriculum Design SMART objectives for Practicum Schedule practicum Overview of manual lesson plans</p> <p>3:00-7:00 School Outrageous Demo 3 Staff Assessment Demo</p>	<p>9-1 School Daily Routine – T3 Bird of Day- NHC Bad Teacher Demo Teacher observation Classroom Management</p> <p>3-6 Practicum Prep</p> <p>6-8 PRACTICUM</p> <p>8-9 Feedback</p>	<p>9-1 School Daily Routine-T4 Review Practicum schedule Review Teacher Observation Revisit Who are the learners? Jazz Chants Stress management</p> <p>3-6 Practicum Prep</p> <p>6-8 PRACTICUM</p> <p>8-9 Feedback</p>	<p>FREE</p>
<p>9-1 School Daily Routine – T5 Using Props Materials Intro (EFNG, cassette) Intro course binders</p> <p>4-6 Practicum prep 6-8 PRACTICUM 8-9 Feedback</p>	<p>9-1 School Daily Routine – TC Intro Interpretation curriculum Tour guide checklist</p> <p>3-4 Preferences</p> <p>4-6 Practicum prep 6-8 PRACTICUM 8-9 Feedback</p>	<p><i>Begin preparing first NH assessment station reviews for course, with PC</i></p> <p><i>Prepare NH classes for vol. teachers</i></p> <p>4-6 Practicum prep 6-8 PRACTICUM 8-9 Feedback</p>	<p><i>Continue planning NH lessons for teachers</i></p> <p>10:30 guest speakers from reserve</p> <p>3-4 trouble shooting</p> <p>4-6 Practicum prep 6-8 PRACTICUM 8-9 Feedback</p>	<p>9-1 School Daily Routine – T2 Bird of Day – TC Error Correction Sheltered Approach Read shelt.approach</p> <p>3-4 revisit feedback</p> <p>4-6 practicum prep 6-8 PRACTICUM 8-9 Feedback</p>	<p><i>Prepare NH pre and post test for course and for teachers</i></p> <p>3-4 The Machine</p> <p>4-6 practicum prep 6-8 PRACTICUM 8-9 Feedback</p>	<p>FREE</p>

NGTP ORIENTATION SCHEDULE, WEEKS 5-6

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
FREE	FREE	<p>FREE</p> <p>3-7 School Daily Routine – T4 Evaluate Practicum What’s Your Beef? Grievance airing Model tour More on assessment of English, NH, Int.</p> <p>HW: Prepare model tours</p>	<p>6:30-8:00 <i>Birding</i></p> <p>9:30-12 <i>NH class</i> <i>Teachers take NH pretest</i></p> <p>12-1 Who are the students? Intro to students and collaborators</p> <p>3-7 School Daily Routine – T5 Model tours evaluate using tour guide checklist Teaching with NHC</p> <p>HW: plan class with NHC, 1 at a time</p>	<p>6:30-8:00 <i>Birding</i></p> <p>9:30-1 Teachers plan and run assessment demo for NH and English</p> <p>3-7 Daily Routine – TC Intro to night classes One-on-one Conversation groups Tutoring Songs, skits</p> <p>HW: continue to plan with NHC</p>	<p>6:30-8:00 <i>Birding</i></p> <p>9:30-1 NH class</p> <p>3-7 Catch up day</p> <p>7:00 PARTY!! Good-bye community...</p>	<p>7:00 meet</p> <p>RETURN TO CITY...</p> <p>FREE</p>
FREE	<p><i>Continue planning course lessons, preparing materials, assessment stations, props, etc</i></p> <p><i>Complete NH binder</i></p> <p><i>Confirm Guest Speakers</i></p>	<p><i>Course Prep</i></p> <p>3-7 Office Continue preparing, planning with NHC</p>	<p><i>Course Prep</i></p> <p>3-7 Office Intro life on site Course rules Communication lines English only enforcement</p>	<p>FREE</p> <p>Relax, sleep, shop, email, phone calls...</p>	<p>7:00 Office</p> <p>Travel to Course Site I !!</p> <p>5:00 dinner and beer Role Plays Program rules Site preparation Letters to self</p>	<p>COURSE BEGINS!!</p>

NHC ORIENTATION TRAINING AND WORK SCHEDULE

NOTE: The Natural History Coordinator should participate in all activities and sessions that appear on this schedule. Training sessions for the volunteer teachers that do not apply to the NHC have been left off this schedule.

Regular, black letters indicate all sessions and activities in which the NHC participates, including homework. The NHC will participate in all training sessions that relate to teaching and evaluation, along with the volunteer teachers. The NHC will participate in the practicum teaching with the other teachers. The NHC should help prepare and teach English and NH classes with the teachers during the practicum.

Black letters in italics indicate all sessions and activities that are prepared and led by the NHC. This includes natural history classes which the NHC will teach to the volunteer teachers, and course preparation. If a time is not scheduled for an activity, this indicates that the NHC is working alone, and not with the teachers at that time.

Blue letters indicate sessions that will be prepared and run by the TC. The NHC should participate in all of these sessions that appear on this schedule. In some cases, the NHC may be helping the TC to prepare and lead sessions.

Pink letters indicate sessions that will be prepared and run by the PC. The NHC should participate in all of these sessions that appear on this schedule. In some cases, the NHC may be helping the PC to prepare and lead sessions.