

Preparing for the Maiden Voyage

Checklist of steps leading to your first tour

Name _____ Mentor Name _____

Target: Give your first tour in April.

- Shadow 2-3 other guides on their tours.

You can always contact Heather to find out who the guide will be so you don't come in for a docent you've observed before. (Caution: cut yourself off after a couple shadows so you don't overthink how your approach would compare with other docents.)

Heather is giving a public tour on Thursday, February 16 at 1pm and another date TBD.

- Build your tour outline.

- Forecast to Heather when you will be ready to practice tours with a mentor so I can assign you a partner with a compatible schedule.

- Conduct 2 practice tours with your assigned mentor acting as the visitor. This is a role reversal of the shadowing process- you're the one giving the tour to your mentor. So come in with your content pretty well developed, and your veteran partner will provide feedback and suggestions. The walk-through is an opportunity to ask questions about tour content, structure of techniques.

- Use VicNet to sign up for your first tour date in April.

- Meet with Heather to go over your outline and to ask any additional questions and concerns.

- Use the Post Tour Reflection Sheets to communicate any victories, challenges or questions to us.