



Savannah Guide Application Form

Savannah Guides is a network of professional tour guides and tour operators working with researchers, National Parks agencies and local communities. We are based in the tropical savannahs of northern Australia and operate tour guide professional development programs across the country.

Start your guiding career, build your Indigenous or regional tour business, access training and accreditation or discover great natural and cultural experiences with Savannah Guides.

SAVANNAH GUIDE MEMBER ELIGIBILITY and CRITERIA

To become accredited as a Savannah Guide an individual must:

- If employed by a Savannah Guides Enterprise, have guided there for at least one full season.
- If not employed by a Savannah Guides Enterprise, have twelve months guiding experience.
- Be proposed and seconded by two Individual accredited Members of Savannah Guides Limited on the Savannah Guide Application Form.
- Complete the Savannah Guides Accreditation Workbook and have it assessed as successful.
- If employed by a Savannah Guides Enterprise, attend at least one complete Savannah Guides Field School. Applicants that are Enterprise employees (not independent guides) can receive their accreditation at their first Field School.
 - First Field School accreditation is only available to Enterprise employees
 - First Field School applicants must have sufficient guiding experience and appropriate levels of skills and knowledge to be recommended by their Enterprise
- If not employed by a Savannah Guides Enterprise, attend a minimum of two complete Savannah Guides Field Schools. Applicants that are non-Enterprise employees (ie: independent guides) can receive their accreditation at their second Field School.
 - Second Field School applicants must have sufficient guiding experience and appropriate levels of skills and knowledge.
- Be deemed by the Board as having sound skills and knowledge relating to:
 - (i) Guiding and Interpretation
 - (ii) Ecology, flora and fauna
 - (iii) History and cultures
 - (iv) Geography and geologyrelative to their own region. This may be achieved by the successful completion of the nationally accredited Certificate III in Guiding or may be satisfied by an assessment by the Board. The value of life experience is highly respected and acknowledged through this internal assessment processes. A Board assessment may consist of an extended field assessment, interviews, a video of the individual presenting a tour, questionnaires, testimonials, references. Applicants may be required to commence a formal qualification process such as Recognition of Prior Learning and / or training.
- Possess and keep current while guiding a Senior First Aid Certificate (including CPR) and the appropriate licences for their tour (eg: MR driver's licence, driver authorisation, coxswains ticket, RSA, Blue Card etc) as required by law.

- Successfully complete Savannah Guide level Peer Assessment. This focuses on technical guiding skills. Applicants are assessed according to the Savannah Guide Peer Assessment form by two Senior Savannah Guides, only one of whom may belong to the applicant's enterprise. Applicants receive a copy of the Savannah Guide Peer Assessment form prior to their assessment. Where possible Peer Assessment will take place at Savannah Guides Field Schools to maximize involvement in the "Hot Seat" induction process.
- Commit to abiding by the Savannah Guides Code of Conduct.
- Participate in mentoring processes with a Savannah Guides Member if requested.
- Pay annual Membership Fees as required.
- Adhere to the dress standards as set out in the Savannah Guides By-Laws.
- Be approved by the Board on the basis of meeting the above criteria, appropriate standards of professional operation, and of the membership enhancing the organisation.

SAVANNAH GUIDE MEMBER BENEFITS

Savannah Guides Limited's members benefit from a culture of continuous self-improvement, best practice and cooperative activities. Specific benefits include:

- Respect and acknowledgement in the tourism industry. Savannah Guides accreditation is a strong element in a tour guide's resume.
- Employment opportunities with Savannah Guides enterprises through network recognition and opportunities at Savannah Guides Field Schools.
- Professional development opportunities for formal (accredited) assessment and informal learning through Savannah Guides Field Schools and educational links.
- Personal development opportunities through community, environmental or business projects.
- Discounted members' registration fee for Savannah Guides Field Schools.
- Savannah Guides newsletter subscription and contribution opportunity.
- The opportunity for further recognition through the Val Speedie Outstanding Tour Guide Award and the Barry Kubala Future Leaders Award if working for a Savannah Guides Enterprise.
- Voting rights at Savannah Guides Limited General Meetings.
- The camaraderie and mutual support of peers and mentors. Members have on-call support on a range of professional issues through the Savannah Guides network.



Savannah Guide Application Form

Personal Details:

Name: _____ Application Date: ____/____/____

Private Postal Address: _____

Town/City: _____ State: _____ Postcode: _____

Private Mobile: _____ Alt Phone: _____

Private Email: _____

Applicants must be proposed and seconded by a Savannah Guides Member:

Proposer Name: _____ Signature: _____

Secunder Name: _____ Signature: _____

What is the name of the Enterprise and Location where you are currently guiding?

What kind of interpretive activities do you conduct?

Have you attended a Savannah Guides Field School? Yes No

When: _____ Where: _____

When: _____ Where: _____

Please attach copies of the following:

- a) Your current Curriculum Vitae / Resume
- b) A current Senior First Aid Certificate (normally valid for three years)
- c) A current Cardio-Pulmonary Resuscitation (CPR) Certificate (normally valid for one year)
- d) Any other Licences and Accreditations necessary for you to lawfully conduct your interpretive activity, eg: MR Licence, Driver's Authorisation, Coxswain's Certificate, etc.
- e) Your Enterprise Brochure indicating which Tours / Activities you conduct

Do you possess relevant formal qualifications (eg: Certificate III in Tour Guiding, College or University)?

Qualification: _____ Institution: _____ Year: _____

Qualification: _____ Institution: _____ Year: _____

Do you have other life skills or experience related to environment, culture or guiding?

Savannah Guides Accreditation Workbook

Applicants are required to complete the Savannah Guides Accreditation Workbook. This will be emailed to you as a Fillable PDF Document. Please email your completed Workbook to sam@savannah-guides.com.au. Your Workbook will be assessed. Successful Applicants then undertake a Peer Assessment.

A Peer Assessment will be conducted to evaluate your technical guiding skills.

Applicants are also assessed according to the Savannah Guides Interpreter Peer Assessment Form by two Senior Savannah Guides, only one of whom may belong to the applicant's Enterprise. Peer Assessment can take place on your tour, at a Savannah Guides Field School, or a more convenient venue if required. Peer Assessment may be on a mock tour where you present elements of your real tour in a different setting for approximately one hour.

Once all elements of the accreditation process have been completed, your Application will be presented to the Board of Savannah Guides for consideration. The Board will then vote to determine the outcome of your accreditation.

Please indicate below when you are available to undertake Peer Assessment.

When: _____ Where: _____

Please describe why you want to join Savannah Guides:

I agree to promptly pay my Membership Fee Tax Invoice of \$125

- Accreditation at Sep-Nov Field School – fee covers Current Financial Year
- Accreditation at Mar-May Field School – fee covers Current and Following Financial Year

Membership Pledge

I agree to abide by the Savannah Guides Code of Conduct and Membership Conditions as interpreted by the Board and pursue the objectives of the Savannah Guides Mission.

I agree to participate in mentoring procedures as directed by the Board of Savannah Guides Limited.

I agree to adhere to the dress standards as set out in the Savannah Guides By-Laws.

Applicants indicate their acceptance of the Membership Pledge by signing this document.

Applicant's Signature: _____ **Date:** ____/____/____

Thank you for your application. We will be in contact soon.

SAVANNAH GUIDES



Protectors and Interpreters of the Outback

VISION

“Savannah Guides Limited will be leaders in the protection and interpretation of natural and cultural values”

MISSION

Savannah Guides’ Mission is to be an economically sound, community based, professional body which maintains high standards of:

- Interpretation and Public Education
- Training and Guiding Leadership
- Natural and Cultural Resource Management.

CODE OF CONDUCT

This Code of Conduct is designed to ensure the level of interpretation, service provision and commitment to sustainable tourism of Savannah Guides Members is consistent throughout the network and at the forefront of the guiding profession. It is the responsibility of all Members, as Protectors and Interpreters of the Outback, to ensure they abide by this Code of Conduct.

Savannah Guides Members will:

- Provide **high quality tourism experiences** in a culturally sensitive and an environmentally sustainable manner
- Adopt **best practice standards** in relation to safety and Duty of Care, interpretation, customer service, product promotion and their own leadership and presentation
- Maintain a **fully professional approach** in all dealings with guests, local people, industry colleagues and other Savannah Guides members
- Commit to **ongoing professional development**
- **Abide by the standards** and By-Laws of Savannah Guides Limited
- **Promote the Savannah Guides ethos** to colleagues and guests

It is the responsibility of all members to ensure they abide by the Code of Conduct. Members will be subject to disciplinary proceedings if they breach these ethical principles or partake in discreditable behaviour.