



# Develop Culture Guide services for marginalised social groups



3 - 8 July 2016,  
Koper, Slovenia



Jskd

JAVNI SKLAD REPUBLIKE SLOVENIJE  
ZA KULTURNE DEJAVNOSTI

## About the course

The course takes place from Sunday, 3 July, 4 pm to Wednesday, 6 July 2016, 8 pm in Koper, Slovenia.

“Develop Culture Guide services for marginalised social groups” is residential 4-days in-service training courses.

The course was developed during the EU Grundtvig Multilateral Project carried out in Oct 2013 – Dec 2015, entitled “GUIDE – Culture guides for marginalised social groups”. For more information about the project, see the project website - [www.cultureguides.eu](http://www.cultureguides.eu)

The course is arranged to gain benefits from shared experiences between the group of management staff and volunteers. All participants will thereby share common lectures, plenum meetings, and joint social and cultural activities.

The overall aim is to promote the competences of facilitators and volunteers in amateur art and voluntary culture associations to provide culture guide services for social marginalised groups.

Aims and objectives

- 1) To present main steps and key approaches to establish and facilitate culture guide activities:
  - a) Prepare the local culture guide strategy.
  - b) Establish local project teams, find culture guide volunteers, and involve the stakeholder network (providers of culture, contact channels to end-users and local decisions-makers).
  - c) Support the new culture guide services for social marginalised.
  - d) Provide supportive activities of evaluation and dissemination.
- 2) To present and exchange experiences of Best Practise as facilitators as well as volunteers.
- 3) To use multilateral workshops to plan new local culture guide activities and approaches.

The course is based on participatory and activity-based methods, and the intercultural learning about each other at the professional and the personal level will be a cross-curricular topic.

The course will focus on knowledge exchange and shared experiences. There will be a blend of lectures, trainers' presentations, discussions, workshops, small group work, and individual learning. Short presentations on the topic prepared by participants themselves will be part of the course.

Sites visits to cultural activities in Koper and other parts of Slovenia will help the participants to experience “best practice” within the areas of focus.

## Participants

The course is developed for facilitators volunteers providing culture guide services in amateur art and voluntary cultural associations, including directors, coordinators, consultants, counselors, and other management staff.

The participants will latest 3 weeks before the course receive the course papers, where the main course materials will be the Project Handbook on culture guide activities, published in 2015.

Participants will get a Certificate of Attendance stating the frame, content, method and the working hours of the course.

The working language is English, and the course materials will be provided in English.

## Organisers

The course is provided by Republic of Slovenia Public Fund for Cultural Activities (JSKD), national network for amateur culture and art: vocal and instrumental music, theater and puppet, folklore, film and video, literature, fine arts, dance.

Course and workshop leaders:

- Marjeta Turk, (M. Sc.), Assistant Director for General Affairs, JSKD.
- Urška Bittner Pipan, (M. Sc. in Cultural Management) Assistant director Programme, JSKD.
- Matjaž Šmalc, (MA in Theatre and Radio Directing), Head of Theatre department, JSKD.
- Maja Rečnik, (PR counsellor), SPEM Communications, London School of Public Relations
- Tony Celay, (actor, trainer, drama facilitator and theatre practitioner), Noh Budget Films, UK

## The programme

### Sunday, 3 July

- 14:00 - 15:45 Arrival and accommodation in Koper
- 16:00 - 16:30 **Welcome and presentation** of the culture guide idea and the objectives, methodologies, and content of the course  
By Marjeta Turk
- 16:30 – 17:30 **Presentation** of participants, organisation, position and local culture guide pilot activities - By the participants  
Moderation: Matjaž Šmalc
- 17:30 – 18:00 Coffee break
- 18:00 – 19:00 **Presentation** of the EU Grundtvig Multilateral Project, “GUIDE – Culture guides for marginalised social groups” (Oct 2013 – Dec 2015).  
([www.cultureguides.eu](http://www.cultureguides.eu))  
By Matjaž Šmalc

### Monday, 4 July

- 10:00 - 13:00 **Workshop: “For those who like to say no!”** Preparing the group for a cultural event - Drama in education method  
Workshop leader: Tony Cealy
- 13:00 - 15:00 Lunch break
- 15:00 - 17:00 **Continuing of the workshop For those who like to say no!**  
Workshop leader: Tony Cealy
- 17:00 - 20:00 Free time, sightseeing

### Tuesday, 5 July

- 9:00 – 10:15 **“Workshops for children from socially deprived families”**, presentation of best practise examples  
By Jan Pirnat, culture organizer, Association of Culture Societies Grosuplje
- 10:15 – 10:30 Coffee break
- 10:30 – 11:45 **“Painting by blind”**, presentation of best practise examples  
By Silva Seljak, Association of blind and visually impaired of Nova Gorica
- 11:45 – 12:00 Lunch break
- 14:00 – 15:45 **Workshop: “Why communication and PR is a part of every successful project?”**  
Workshop leader: Maja Rečnik, PR counsellor, London School of Public Relations
- 15:45 - 16:15 Morning coffee break
- 16:15 – 18:00 **Continuing of the workshop Why communication and PR is a part of every successful project?**

## Wednesday, 6 July

**10:00 - 13:00 Group session: Preparation of the programme for a target group to visit a cultural event**

Participants will prepare a program for the selected target group. They will choose the method and the way to approach, motivate and prepare the group for a visit to a cultural event. Later they will conduct prepared program on an actual target group, and take the group to the cultural event.

Moderator: Matjaž Šmalc

13:00 – 15:00 Lunch break

**15:00 - 17:00 Group session: Preparation of the programme for a target group to visit a cultural event**

Moderator: Matjaž Šmalc

**18:00 – 20:00 Workshop by participants with a target group**

By the participants

20:00 – 23:00 Farewell party

# Practical information

## Course venue

Središče Rotunda - Primorski družbeni center, Koper

[http:// http://sredisce-rotunda.si/](http://sredisce-rotunda.si/)

## Accommodation and meals

The participants have to book the accommodation by themselves. However, after receiving the application, the organizer will contact the participants and assist them booking the most convenient accommodation.

The meals will be arranged by the organizer.

## About Koper

Koper is a city in southwestern Slovenia, with the other Slovenian coastal towns Ankaran, Izola, Piran, and Portorož, situated along the country's 47-kilometre coastline, in the Istrian Region, approximately five kilometres from its border with Italy. Having a unique ecology and biodiversity, it is considered an important national natural resource.

<https://en.wikipedia.org/wiki/Koper>

<http://www.koper.si/>

## Travel to Koper

Flights to Ljubljana Airport - see <http://www.lju-airport.si/en/Main>

Flights to Trieste Airport – see <http://www.aeroporto.fvg.it/en/voli/index.htm>

Flights to Venice Airport - see <http://www.veniceairport.it>

Flights to Treviso Airport- see <http://www.trevisoairport.it>

\*The distance from airport Ljubljana to Koper is 100 km and takes 1h15 min by car, the distance from Trieste airport is 50 km and it takes 45 min by car, the distance from Venice or Treviso airport is 175 km and it takes 1h45 min by car.

For all participants arriving to Ljubljana, Trieste or Venice airport as a group (min. 5 people) a transport with the minivan can be organised.

# Course fee, enrolment and contact

## Course fee

Course fee is 280 € for the programme and course materials. Course fee does not include food and accommodation.

## Enrolment procedure

You can enrol by filling in the [participation form](#):

[https://docs.google.com/forms/d/14D1\\_xgcWusHDuIE3P8\\_d2RMcwmyM\\_8VGzv7YRxnU0/viewform?usp=send\\_form](https://docs.google.com/forms/d/14D1_xgcWusHDuIE3P8_d2RMcwmyM_8VGzv7YRxnU0/viewform?usp=send_form)

After filling in the [participation form](#), you will receive an invoice for the participation fee. The participation will be confirmed after the fee has been paid.

## Deadline

Deadline for the application is March, 31st 2016

## Further information - contact

You are always welcome to contact us for further information or advice regarding your possible participation in this Course:

Marjeta Turk, JSKD \* [marjeta.turk@jskd.si](mailto:marjeta.turk@jskd.si) \* +386 (1) 24 10 524

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