

# GROUP LEADING

## TRAINING PROGRAMME



Limited spaces available, with small groups  
Face mask/visor to be worn at all times  
Temperature will be taken upon entry  
Sanitizer station will also be set at the door  
Please bring your own snacks and beverages  
Bottled water will be provided

# DAY 1 - 03 OCTOBER

## ORGANIZING EXCITING EVENTS AND ACTIVITIES

07.45 - 08.00 Registration

08:00 - 10:00 During this seminar participants will be provided with the knowledge and skills required to successfully plan and execute fun events and activities. The content of this seminar is designed to provide prospective group leaders; who wish to professionally create activities which are entertaining and fun while also promoting Malta's cultural landscape, with the necessary skills.

At the end of this seminar the learner will be able to:

1. Prepare adequate time lines for each activity and use time in an efficient manner.
2. Understand and organise the team members by having briefing sessions
3. Delegate work to different team members collectively coordinate activities.
4. Choose appropriate venues and locations for various activities and set up accordingly

10:00 -10:15 Coffee Break

10:15 -12:00 Workshop

Participants will gain and strengthen skills and knowledge through a workshop.

12:00 -13:00 Lunch Break

## HEALTH AND SAFETY

13:00 - 15:00 This Seminar introduces participants to the concept of Health & Safety procedures in the context of Group leading. The seminar will focus on Principles of Prevention, Risk Assessment, and Implementation techniques. Moreover, participants will be informed of their legal obligation and responsibilities when leading a group of students.

At the end of this seminar the learner will be able to:

1. Comply with Health and Safety procedures as required by employers and in accordance with the law, on both land and sea.
2. Identify the difference between a RISK and a HAZARD.
3. React efficiently and effectively if an emergency arises .

15:00 - 15:15 Coffee Break

15:15 - 16:45 Workshop

Participants will gain and strengthen skills and knowledge through a workshop.

16:45 - 17:00 End of day two comments and observations



# DAY 2 - 17 OCTOBER

## CROSS-CULTURAL COMMUNICATION

07.45 - 08.00 Registration

08:00 – 10:00 This seminar is designed to explore how culture shapes how we act and behave and therefore how misunderstandings arise when we misinterpret different cultural behaviors. This cross-cultural communication seminar provides the knowledge to build relationships, communicate effectively across cultures and promote acceptance and respect for diversity.

At the end of this seminar the learner will be able to:

1. Identify the major areas of human communication and understand the nature of culture and its relevance to human communication
2. Comprehend the ways in which verbal and nonverbal messages interact and the nature of meaning
3. Recognise and appreciate the general characteristics of different cultures

10:00 -10:15 Coffee Break

10:15 -12:00 Workshop

Participants will gain and strengthen skills and knowledge through a workshop.

12:00 -13:00 Lunch Break

## THE ROLE OF THE GROUP LEADER

13:00 - 15:00 This Seminar aims to prepare participants to fulfill their role as Group Leaders. The seminar will focus on the fundamental notions of leadership frameworks/concepts to contemporary views of leadership practices. The session will offer a range of theoretical approaches and practices and their application within a Group leading context.

At the end of this seminar the learner will be able to:

1. Apply critical thinking, competencies and skills in order to lead students
2. Ensure proper understanding of one's own role as a Group Leader.
3. Deal with difficulties and issues which may arise –especially in circumstances where leaders have to manage adverse situations.
4. Implement different strategies to improve one's own leadership skills.

15:00 – 15:15 Coffee Break

15:15 – 16:45 Workshop

Participants will gain and strengthen skills and knowledge through a workshop.

16:45 – 17:00 End of day one comments and observations

Coffee breaks will be offered on site, you may bring a packed lunch or take lunch at leisure at Skyparks or MIA which are a short walk away.

# TRAINERS

---

## CHRISTINE MUSCAT



Christine Muscat Ph.D. is a lecturer, an author and a historian. In 2003 she qualified as a FEG (Federation of European Guides) tourist guide trainer and examiner followed by a WFTGA (World Federation of Tourist Guide Associations) qualification in 2006. She has conducted training courses for tourist guides locally and overseas. In 2017 she obtained a PhD in history from the University of Malta. She has published two books on the history of female monasteries and female life in early modern Valletta. Her articles on female entrepreneurship have appeared in a number of journals. She has been lecturing at the Institute of Tourism since 2011. She teaches courses in history, heritage management, practical guiding techniques, culture and folklore. She also teaches courses in heritage management, tourism, culture and its environment at the EEC-ITIS Malta Tourism and conducts courses on women in the baroque age at the Institute of Baroque Studies at the University of Malta.

---

## DANIEL DEMICOLI



Daniel Demicoli is a full time lecturer at the Institute of Tourism Studies Malta specializing in the areas of Food & Beverage Service & Operations, Wedding organization, Events management and outside catering.

Prior to becoming a full time academic he was a luxury event planner specializing in extravagant weddings and lavish celebrations. With over 20 years of experience and hundreds of events and weddings planned, organized and executed, Daniel is a specialist in creating enthralling experiences that go far beyond the expectation of his clients.

In 1998, Daniel's career started to take off as he began his studies at the Institute of Tourism Studies Malta. After finishing his studies in Food and Beverage Management which included a years international placement in the Isle of Man (UK). At the age of 22, Daniel became enthralled with and motivated to work in the events industry, where he started working at the Intercontinental Hotel Malta in the banqueting and events department on a managerial level. During this period, he experienced working on a cruise liner with the Royal Caribbean working on the ship 'Independence of the Seas'. From 2002, onwards Daniel has planned events and weddings. He has an eye for beauty, a commitment to perfection and a talent for seeing to the most minute of details.

# TRAINERS

---

## MARIO DELICATA



Mario Delicata currently occupies the post of Health & Safety Officer of the University of Malta and G.F. Junior College. In 1999 Mario graduated from the University of Malta in Management Studies where he completed his dissertation on 'Human Resources Development'. On March 2010 he achieved his NEBOSH International General certifications in Management of Occupational Health & Safety and Practical Applications, and in June 2012 he achieved his certification in 'Accident Command' from the Institute of Criminology within the University of Malta.

For 10 years Mario occupied the post of Health, Safety and Environment Officer for Malta Freeport Terminals where he was the initiator and the Team Leader of the Emergency Response Team. He also served as an SSE (Safety, Security, Environment) advisor for the giant shipping company CMA-CGM. On the 17th July 2009 Mario was certified as a D.G. (Dangerous Goods) Safety Advisor by the prestigious Peter East Associates U.K. On April 2016 he successfully completed the cognitive and skills examinations of the U.S. National Association of the Emergency Medical Technicians and awarded the Certification in 'Prehospital Trauma Life Support'.

Mario attended and addressed several International Conferences in relation to Occupational Health and Safety and is currently in his 5th and final year reading for a Bachelor's degree (Hons) in Occupational Health and Safety within the University of Malta.

---

## GLORIANNE MIZZI



After graduating in European Studies from the University of Malta, Glorianne Mizzi pursued a Master's Degree in Diplomatic Studies, earning honours in both. She embarked on a career in tourism and held the post of President of the Malta Union of Tourist Guides for six years. She was also a board member on the European Federation of Tourist Guide Associations and a board director on the Malta Tourism Authority.

Ms Mizzi is the company director at VIP Tours Malta Ltd. She is also a lecturer of International Relations at the University of Malta; a Tourist Guide Trainer and Examiner at the Institute of Tourism Studies, and an active tour guide since 1995. She has been honoured to guide Head of States, Ministers, Diplomats and Royal envoys and equally honoured to design and conduct tours for visitors and the general public.

**Venue:**

Institute of Tourism Studies - Malta (Main Campus)  
Aviation Park, Aviation Avenue,  
Hal Luqa, Malta, LQA 9023, Malta.

**ELT Council**

Ministry for Education and Employment (MEDE)  
Great Siege Road, Floriana, VLT 2000, Malta

**Tel:** (+356) 25981241/2/3/4

**Email:** [info.eltcouncil@gov.mt](mailto:info.eltcouncil@gov.mt)

**Website:** [eltcouncil.gov.mt](http://eltcouncil.gov.mt)

