

An invitation is extended for expressions of interest to attend a weekend course on *Event Management* organised by NSW Badminton Association. The interactive computer based practical resource seminar will be followed by an open session where attendees can ask questions and share ideas. The aim is to ensure, as much as possible, that all badminton tournaments are run in a similar manner and to required standards from local to national events.

Topic: **Event Management**  
Presenter: Ian Williamson (Oceania certified)  
Date: Saturday 5<sup>th</sup> and Sunday 6<sup>th</sup> March 2011  
Time: 10:00 am – 6:00pm (Lunch, morning & afternoon tea will be provided)  
Venue: Central Coast Youth Club (Website: [www.ccy.com.au](http://www.ccy.com.au))  
16 Washington Avenue, Niagara Park NSW 2250  
Tel: (02) 4328 2288  
Cost: \$50.00 (members), \$80.00 (non-members)

Please **RSVP by 23 February 2011** via email to the NSW Badminton Association Secretary, [bnsw.admin@gmail.com](mailto:bnsw.admin@gmail.com).

Places are limited and will be offered on the first come first served basis. Priority will be given to members of NSWBA-affiliated and SBA-affiliated clubs.

### **Course Overview**

#### **Event Management topics include**

- Organisational components for local tournaments to national level events
- Risk management
- Venue management
- Volunteer management
- Introduction to International Future Series Sporting Events requirements
- **“Tournamentsoftware”** the event management software will be demonstrated