

H. Facilitators

The Course will be managed by qualified National Course Directors (NCDs)/ Facilitators certified by Olympic Solidarity and Olympic Council of Malaysia. The Team of Facilitators are qualified and experienced, selected from the National Sport Associations, Sport Institutions, Sport Clubs and Sport Organisations who have attended the Train the Trainers' programme.

I. For Further Information

Please contact Mr. Fong Wan Hor / Mdm. Stephanie Rajagopal (OCM) at 03-27152810 or email to fong@olympic.org.my or stephanie@olympic.org.my;

Advisor: Tan Sri Dato' Sri (Dr) Mohamad Norza Zakaria

Prog. Directors: Ms. Moira Tan Siew See
(ASMC) Mr. Wan Yew Leong

NCDs: Mr. Fong Wan Hor
Mr. Yapp Su Chiew

Facilitators: Prof. Madya Dr. Selina Khoo
Mr. Lim Cheng Kian
Ms. Kalaivalli Ratnam
Mr. Ahmad Arif Astaman
Mr. Chong Choong Seong
Mr. Ahmad Badrulhisam
Mr. Ronizam Ismail
Mdm. Farah Alkaf
Mr. Fong Wan Hor
Mr. Yapp Su Chiew

Course Fee: If selected, free for all applicants whose organizations are affiliated to OCM. For non-affiliates, a registration fee of RM100 will be collected on the first day of the course.

Closing date: 14 February 2022



OLYMPIC SOLIDARITY SPORT ADMINISTRATORS COURSE

ORGANISED BY
OLYMPIC COUNCIL OF MALAYSIA
FOR
WOMEN OFFICIALS OF THE NATIONAL & STATES
SPORT ASSOCIATIONS / SPORT CLUBS AND
SPORT INSTITUTIONS

ON

04 - 06 MARCH 2022
(3-DAY PHYSICAL SESSIONS)

AT THE
TRAINING HALL, OCM INDOOR SPORTS COMPLEX,
JALAN HANG JEBAT, KUALA LUMPUR.

A. What is the Sport Administrators Course?

The Sport Administrators Course is designed to help sport administrators of NOCs, National Federations (NFs) and other bodies responsible for the development of sport in their countries to work more effectively, efficiently and happily within the Olympic and sport movements.

The course is suitable for elected officials, volunteer administrators, paid staff and everyone else involved in sport administration around the world, whether for NOCs, NFs, or local sport organisations.

B Aims of Course

- To inculcate professionalism in sports management among sports administrators
- To enable sports administrators run their organization effectively and efficiently
- To equip sports personnel with critical administration skills
- To enhance organizational skills in managing sports events

C. Course Content

The Sport Administrators Course (SAC) consists of 5 main distinct sections from the SAC Manual, covering some of the following topics:-

- Olympic Movement, Background & Leadership
- The Games and Other Games
- Athletes Development /Talent Identification
- Inclusion and Gender Equality
- Anti-Doping & Ethical issues in Doping
- Effective Communication in Sport/ Talking to the Media
- Sport and Public Authorities/ Good Governance
- Managing people, staff/volunteers
- Finance Management & Budgeting
- Promotion & Sponsorship;
- Management Skills – Leadership qualities
- Managing Activities: Planning a Sport Trip
- Managing and organizing a sporting Event

The main content for the sections will be derived from the book “Sport Administration Manual”. This book provides the primary content for the learning experience and is the framework for delivery of the course. The material presented is taken from Olympic Sport Organizations (OSO) throughout the world and represent a balance of sport management theory and practical examples, providing a rich and extensive database of applied materials. The use of the book as the standard referral text will enable participants to identify what is and is not appropriate for their organizations and learn how to specifically apply the information to improve themselves and their organizations in the spirit of Olympism.

D. Course Strategy

The course strategy is participant-centred and the methodology will be participative, interactive and experiential in nature. Participants will be involved in presentations, discussions of the content, group work and sharing of experiences. Due to the continuous Covid-19 situation, strict SOPs will be in place and participants will have to adhere to them throughout the sessions.

E. Course Schedule

The course will be conducted for three days, Friday to Sunday, 04 – 06 March 2022, from 10.00 am to 6.00 pm.

F. Course Venue

Level 2C, Training Hall, OCM Indoor Sports Complex, Jalan Hang Jebat, 50150 Kuala Lumpur, Malaysia

G. Certification

Participants must attend 100% of the sessions for the three days. They are to participate actively in the presentations given by the facilitators and contribute to discussion and share their experiences.

Participants who fulfill all the requirements of the course will be awarded **Certificate by the International Olympic Committee (IOC).**