



Introductory Organiser's Course

Alan Simpson, DEVON

Date Sat 7th September 2019
Time 10.30 – 13.00
Venue Staplegrove Village Hall, on the northern outskirts of Taunton
214 Staplegrove Rd, Taunton TA2 6AL

Parking available in front of the Hall or on the road.
Tea, coffee and biscuits will be available from 10.00am.
Wifi is available

This course is designed for orienteers with reasonable competitive experience, who wish to have a go at Organising for the first time.

Course Organisers Roger and Judy Craddock, QO. jandr.craddock@gmail.com 01823 323850

The course is open to all SWOA members without charge.
Your club may help with travel expenses
Please pre-book. No EOD.

Course Leader Alan Simpson, DEVON, whose guidelines are:-

- 1) Start Early – How Early?
- 2) Delegate
- 3) Communicate
- 4) Publicise
- 5) Keep it Simple
- 6) The Devil is in the Detail

Contact Details alanjsimpson16@gmail.com, 01364 654167

Pre-Course Reading <https://www.quantockorienteers.co.uk/info/events-resources/helpers-at-events>
<https://www.quantockorienteers.co.uk/info/events-resources/organisers-resources>
<https://www.devonorienteering.co.uk/organisers-resources>
Similar documents from your club website, if you are not a QO or DEVON member

Accreditation A note will be added to your entry in the BOF membership register.

This day is a "Double Bill" occasion. The Event Safety Course will start at 1.30pm (see separate flyer), at the same venue, Staplegrove Village Hall. Roger Craddock is again the Organiser for the course.

*A filled roll will be available between the sessions offering a selection of:
Ham & Mustard, Cheese & Pickle, Brie & Cranberry, Tuna & Mayo.
Crisps and tea/coffee/cordial available. There will be a charge of £3 to cover costs.
Please let us know your preference at the start of the day or in advance.*