

*Invitation to the 4th IOF High Level Event Seminar
Mestre Venice, Italy, 4-5 February 2012*

Focus on World Championships

The International Orienteering Federation, in cooperation with the Italian Orienteering Federation FISO, is pleased to invite you to the IOF High Level Event Seminar (HLES) to be held in Venice Mestre, Italy, 4-5 February 2012.

This seminar, earlier organised in 2009 in Oslo, Norway, 2010 in Geneva, Switzerland, and 2011 in Prague, Czech Republic, has become an important regular event, attracting 35-40 attendees from 12-15 nations each year. The seminar targets appointed organisers, potential future organisers and key persons of IOF High Level Events, including already licensed Event Advisers (EA) and Senior Event Advisers (SEA). The national orienteering federations are kindly asked to identify and enter suitable candidates.

The 2012 seminar will have a special focus on **World Championships**, with lectures and experience sharing in areas such as

- Elements of World Championships
- Project management
- Building a World Championships organisation
- Time planning
- IT and Television, new demands on World Championships requiring professionals

The seminar will also address:

- Guidelines for Organisers of World Orienteering Championships
- The IOF support model for organisers
- A new World Orienteering Championships program, possible impact

Organiser: The International Orienteering Federation in cooperation with the Italian Orienteering Federation FISO

Date: 4-5 February 2011

Clinic site: Antony Palace Hotel, Mestre - Marcon, Venice, Italy
<http://hotelantonypalace.hotelinvenice.com/overview.html>



Accommodation Antony Palace Hotel (see above).

All meals will be in the hotel restaurant and **are included** in the seminar price. The seminar price doesn't include beverages, however. Also: dinner on Friday evening is not included.

Single room, Fri-Sun, including meals: **259 €**.

Double room, Fri-Sun, including meals: **202 €** per person.

Seminar fee: **90 €** per person.

During the seminar, coffee/tea at breaks are included in the fee.

The fees will be invoiced to the respective participants or their federations.

Travel: The seminar site is located close to Mestre airport, Venice, Italy.

- **Take the shuttle bus** that the hotel offers from the Airport and from Piazza Roma in Venice from 5:30 until 23:00. The shuttle bus service is operated on request. Charge is **5,00 €** per person.

- **By way of the Trieste-Milano A4 motorway.** It is 100 meters from the Marcon exit toll-booth.

- **From Venice** turn left after the airport on the autostrada route. After 3 kilometers exit at the Dese toll-booth and then drive toward Marcon for about 1 km.

Programme: The seminar will consist of lectures, discussions and group work. A detailed programme will be sent to all participants and will be also available at www.orienteering.org.

Friday 3 Feb	evening	arrival and registration
Saturday 4 Feb	morning 09.00 afternoon	arrival and registration start of first session lectures
Sunday 5 Feb	evening morning 15.30	experience sharing lectures closing

Material: The following IOF publications will be used at the HLES:

- Competition Rules for IOF Foot Orienteering Events (Jan 2011)
- Guidelines for Organisers of World Orienteering Championships (Dec 2010)

These are available on the IOF web site, www.orienteering.org.

Seminar leader: Björn Persson, IOF Sports Director

Lecturers: Members of organising committees of World orienteering Championships 2008-2011,
SEAs of World Orienteering Championships 2008-2011,
IT- and Television experts
(composition not yet finalised)

Language: English

How to enter: Please send your details (use the attached form) by email to:
IOF Sports Director Björn Persson, bjorn.persson.iof@orienteering.org.

Deadline for entries: Sunday, January 8th, 2012

Enquiries: For enquiries please contact:
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