

***Invitation to the 4<sup>th</sup> 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 Hotel**

Via Orlanda, 182, SS14, Campalto di Mestre

Website: <http://www.antonyhotel.it/>

Location on map:

<http://maps.google.it/maps?q=45.487396,12.299101&hl=it&num=1&vpsrc=0&t=m&z=12>

**Accommodation** **Antony Hotel**

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:** **By car** from Trieste-Venezia motorway (A4): enter Mestre freeway and drive towards the airport. After passing the airport, proceed to the direction of Venice and at village Tessera (right after the airport) keep left direction. The hotel is about 1,3 km from the airport.

**By train** to Mestre railway station. All connections to Venice stop in Mestre. Contact hotel for transfer.

**By plane:** Venezia Marco Polo Airport is 10 minutes away from the hotel. Contact hotel for transfer.

Treviso Airport: Take bus to Mestre railway station, then contact the hotel for transfer. Busses depart from the Treviso Airport every 10 - 15 minutes. Timetables and fees are available at <http://www.atvo.it>.

**Transfers** from and to Mestre railway station, or Marco Polo Airport, are given by the hotel on request: tel. (+39) 041 5420022.  
Cost: 5 EUR. 15 minutes' wait.

**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](http://www.orienteering.org).

Friday 3 Feb	evening	arrival and registration
Saturday 4 Feb	morning 09.00	arrival and registration start of first session
	afternoon	lectures
	evening	experience sharing
Sunday 5 Feb	morning 15.30	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](http://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](mailto:bjorn.persson.iof@orienteering.org).

**Deadline for entries:** Sunday, January 8th, 2012

**Enquiries:** For enquiries please contact:  
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