

Club Conference 2012

Timetable

Below you will find the timetable for this year's Club Conference.

Please note that each session has a **minimum** attendance. Any club who does not send the minimum required members to every session will lose their Kukri sponsorship allocation for 2012-13.

There will be a register for all sessions so please make sure you sign in – we will not accept responsibility if you forget to do so.

If you are unable to attend for any reason please let us know as soon as possible. We still need to provide you with the information so we will arrange for another club member to go in your place.

Day One: Monday 11th June 2012

Time	Session	
09:00	Registration Please ensure that you register for this and each subsequent session.	Venue: Muirhead-G15 Required: Minimum of two
09:30	Welcome and Introductions A chance to meet the team you'll be working with at UBSport and to find out a little bit more about what you've let yourselves in for.	Venue: Muirhead-G15 Required: Minimum of two
10:00	Leading your Club A successful club needs an efficient and responsible committee. We'll look at how to achieve this and hear some experiences from committee members past and present.	Venue: Muirhead-G15 Required: Minimum of two, including Club Captain
11:00	Club Finances Having a good understanding of club finances will make your life so much easier. We'll cover all aspects of spending, claiming and keeping track of your club's money.	Venue: Muirhead-G15 Required: Minimum of two, including Club Captain and Treasurer
12:15	Lunch	
13:00	Club Kit The process of how to order club kit will be outlined and the branding guidelines associated with the UoB and UBSport brand will be explained.	Venue: Muirhead-G15 Required: Minimum of two, including Kit Secretary if applicable
13:45	Running your Club Safely As a committee member you have a responsibility and duty of care to those in your. We'll make sure you know what to do in case of emergencies and how to reduce associated risks.	Venue: Muirhead-G15 Required: Minimum of two, including Social Secretary
14:30	Marketing your Club Our Marketing team will take you through the basics of getting yourself noticed, detailing tools such as our website and social media to match reports and big events.	Venue: Muirhead-G15 Required: Minimum of two
15:30	Q&A and Review A review of the day's sessions and a chance to ask any questions you might have.	Venue: Muirhead-G15 Required: Minimum of two
16:00	Finish	

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Day Two: Tuesday 12th June 2012

Time	Session			
09:30	Registration Please ensure that you register for this and each subsequent session. Venue: Muirhead-G15 Required: Minimum of two			
10:00	Developing your Club For the first time your club has a three-year development plan designed to help your club grow and improve. We'll look at how to make this work and how to deliver on your objectives. Venue: Muirhead-G15 Required: Minimum of two			
10:45	Development Sessions*			
	Group A	Group B	Group C	Group D
	Increasing Participation	Improving Performance	Leadership through Sport	Sustainability
11:30	Improving Performance	Leadership through Sport	Sustainability	Increasing Participation
12:15	Lunch			
13:00	Leadership through Sport	Sustainability	Increasing Participation	Improving Performance
13:45	Sustainability	Increasing Participation	Improving Performance	Leadership through Sport
14:30	Development Review A review of the day's sessions and an opportunity to look at the next steps Venue: Muirhead-G15 Required: Minimum of two			
15:00	The Next Steps A chance to ask any questions and a look forward to the next steps in your role as committee members including information on the UBSport New Build. Venue: Muirhead-G15 Required: Minimum of two			
16:00	Finish			

*Development groups and venue details can be found on the next page.

Development Groups and Sessions

Day Two's sessions will be based on your Club Development Plans, and will give you the chance to work as a club to develop your goals for the coming year. You will be split into the groups as given in the table below and then attend the sessions as outlined.

Group A	Group B	Group C	Group D
American Football	Aussie Rules	Archery	Cheerleading
Basketball Men	Cricket Men	Athletics	Gaelic Football
Basketball Women	Cricket Women	Badminton	Ice Hockey
Cycling	Fencing	Equestrian	Ninjitsu
Hockey	Judo	Football Men	Rugby Union Men
Jitsu	Lacrosse	Football Women	Rugby Union Women
Kayak	Lifesaving	Golf	Sailing
Polo	Mountaineering	Gym and Tramp	Ski
Squash	Netball	Karate	Tennis
Swimming	Rowing	Korfball	Ultimate Frisbee
Table Tennis	Rugby League	Motor Racing	Volleyball
Taekwondo	Surfing	Snooker and Pool	Water polo
Triathlon	Ten Pin Bowling	Windsurfing	Wing Chun

The Sessions:

Increasing Participation

Venue: Gisbett Kapp N224 (School of Electronic, Electrical and Computer Engineering – G8)

Required: Minimum of two committee members

How can your club increase the numbers involved in your sport? What opportunities are available to help you? Participation Development Manager, Catherine Adams, will inform you about her programmes and VPS elect, James Hughes, will discuss his experiences with Athletics' sister club, Cool Runnings.

Improving Performance

Venue: Gisbett Kapp N225 (School of Electronic, Electrical and Computer Engineering – G8)

Required: Minimum of two committee members

How can your club reach the next level? What can you bring to your training sessions that will make the difference between winning and losing? Our team from the Hi Performance Centre will talk to you about their work and engaging with aspects such as recruitment, can play a big part in future success.

Leadership through Sport

Venue: Gisbett Kapp NG15 (School of Electronic, Electrical and Computer Engineering – G8)

Required: Minimum of two committee members

Sport can provide much more than just the ability to work in a team. Our Volunteer Development Manager, Gary Yates, will talk about the opportunities available for you and your club members to work in the community, become qualified coaches and officials and broaden their CVs through sport.

Sustainability

Venue: Gisbett Kapp NG16 (School of Electronic, Electrical and Computer Engineering – G8)

Required: Minimum of two committee members

Running a stable club with good foundations is vital if you are going to develop. VPS, Tim Smith, and Club Development Manager, Chris Anthony, will look at ways to make your club more sustainable, including effective fundraising and efficient committee meetings.