

MANAGEMENT DEVELOPMENT PROGRAMME



SPORT & RECREATION MANAGEMENT

1 - 5 AUGUST 2022



COURSE DATES

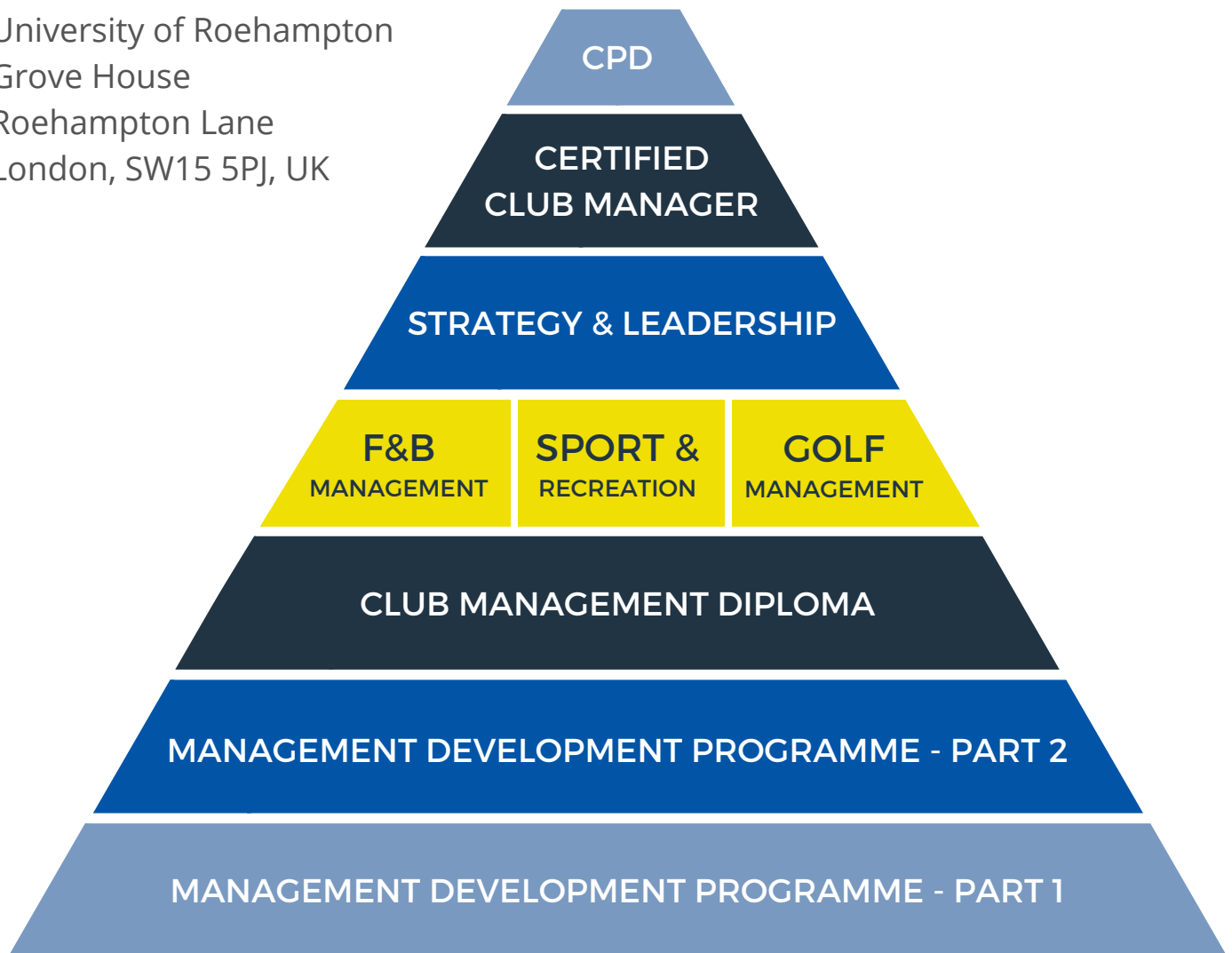
PART ONE

01-05 August 2022

VENUE

University of Roehampton
Grove House
Roehampton Lane
London, SW15 5PJ, UK

MANAGEMENT DEVELOPMENT PROGRAMME



These courses form the first building blocks for those who wish to work towards taking their CCM exam.

Full details can be found by following the link below:
www.cmaeurope.org/education/mdp



OVERVIEW OF SPORT & RECREATION

This course is aimed at Managers who want to have a wider view of sports, fitness, recreation and wellness operations.

By attending this course, delegates will experience all parts of the club world when it comes to these elements. The course will cover a lot of areas within racket sports, aquatics and junior programming as well as recreational sports but also listen to the trends within wellness and fitness.

Delegates will have a thorough understanding of the history, evolution and future trends of the wellness in clubs, to make better decision for the future for their clubs and committees.

- **TOURS OF SPORT CLUBS**
- **RUNNING A MULTIPLE SPORTS FACILITY FOR MEMBERS**
- **RACQUETS, TENNIS, SQUASH & RACKET SPORTS**
- **FITNESS PROGRAMMING**
- **FACILITY DESIGN**
- **LAWN GAMES**
- **JUNIOR PROGRAMMING**
- **EVENT MANAGEMENT**
- **HIKING/BIKING/FAMILY PROGRAMMING**
- **MOTOR SPORTS AND HERITAGE**
- **NUTRITION**
- **INCORPORATING WELLNESS INTO YOUR LIFE AND CLUB**
- **INDOOR & OUTDOOR POOL MANAGEMENT**
- **AQUATICS OPERATIONS**
- **YACHTING PROGRAMMING**

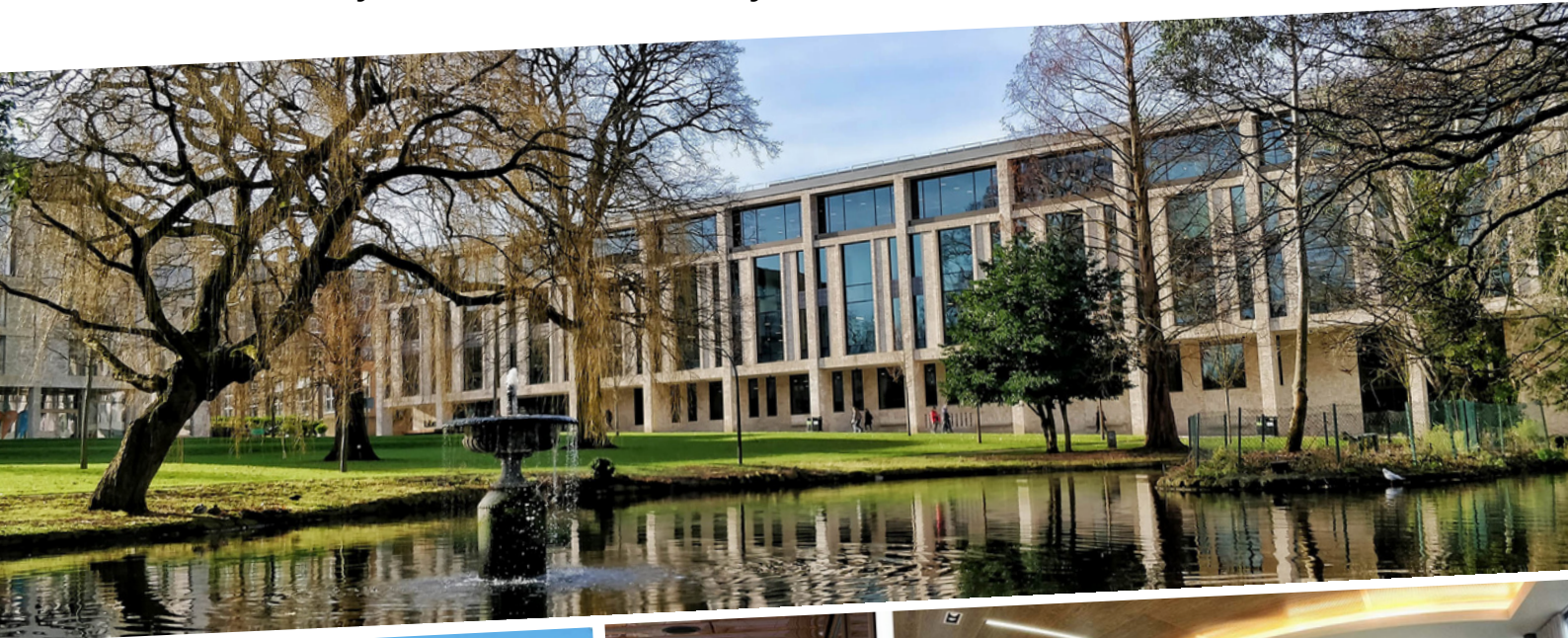
Please note that it is not obligatory for delegates to have attended one of our other MDP courses before attending this one.

UNIVERSITY OF ROEHAMPTON

University of Roehampton
Grove House, Roehampton Lane
London, SW15 5PJ, UK

Experience the University of Roehampton's parkland campus, with great facilities, in the middle of south-west London.

The University of Roehampton campus benefits from being at the heart of a busy network of transport links. Whether using 24-hour buses, the tube network at Hammersmith, Shepherd's Bush and Putney, or through rail services from Barnes to Waterloo, all points across Central and West London are within easy reach of the university.



**MANAGEMENT
DEVELOPMENT
PROGRAMME**

PRESENTERS

The MDP pathway has been designed by the club industry for the club industry. The curriculum is delivered by external specialists with a history of working in the club industry and experienced qualified Club Managers.

Ross Matheson	Club Manager	AELTC
Ben Lorenzen	Creative Director	Champions Run, Nebraska
Giles Helbert	General Manager	The Queens Club
Daniel Pereira	CEO	Royal Automobile Club
Marc Newey CCM, CCE	CEO	Roehampton Club
Danny Sitton	Director of Sport	Hurlingham Club
Lee Myers	Tennis Director	National Tennis Centre

Presenters subject to availability

PRICE

Course	Dates	Full Rate	CMAE Rate
Sport & Rec	1-5 August 2022	£1,880	£1,700

CANCELLATIONS AND AMENDMENTS TO BOOKINGS

- All requests for cancellations and/or transfers must be received in writing.
- Changes will become effective on the date of written confirmation being received.
- The appropriate cancellation charge will be applied to the cost of your booking, as shown below.
- Any extenuating circumstances will be considered, at CMAE's discretion.

CALENDAR DAYS NOTICE BEFORE THE START DATE OF THE COURSE

60 calendar days or more

Between 30 and 59 calendar days (inclusive)

Between 14 and 29 calendar days (inclusive)

Failure to attend

REFUND APPLICABLE

Full refund minus a £30 plus VAT administration fee

50% refund minus a £30 plus VAT administration fee

No refund will be given

Treated as late cancellation and no refund given

- In the event that an individual named on the booking form cannot attend, we will accept substitution of another delegate on the condition that written notification of the substitution has been received by us prior to the course date and an administration fee of £30 plus VAT has been paid.
- If the individual named on the booking form is unable to attend, and cannot or does not wish to transfer their place to another individual, then a part of the fee paid (after deduction of any relevant cancellation fee) may be accepted as payment towards a place on the same or another course that takes place within 12 months following the originally booked event.

BOOKING FORM

MANAGEMENT DEVELOPMENT PROGRAMME

NAME: (block capitals please)

CLUB: (block capitals please)

POSITION AT CLUB:

PHONE NUMBER FOR WHATSAPP:

E-MAIL:

CMAE MEMBERSHIP NO:

POSTAL ADDRESS:

PLEASE SELECT ONE OF THE FOLLOWING OPTIONS

☐

MDP SPORT & RECREATION

1-5 August 2022

PLEASE SELECT RELEVANT PRICE OPTION:

☐

FULL RATE £1,880

Includes course, accommodation, CMAE membership, VAT & all course materials

☐

CMAE RATE £1,700

Includes course, accommodation & all course materials

☐

SUNDAY NIGHT ACCOMMODATION SUPPLEMENT - £80

Please tick this if you require accommodation on the Sunday night

PLEASE SELECT PAYMENT METHOD:

☐

BANK TRANSFER

☐

CREDIT / DEBIT CARD

Bookings are not guaranteed until payment is received in full.

Please read the information on cancellations and amendments on previous page.

PLEASE RETURN BOOKING FORMS TO:

office@cmaeurope.org

RULES OF ATTENDANCE

When attending a Management Development Programme for CMAE there is a demand of being present in the room during the 5-day programme. A delegate needs to attend each session in order to get credits for the entire week.

Expected circumstances

If a delegate knows that he/she will be away for any reason during the week (more than 1 minute), he/she needs to inform the facilitator before starting the course on day 1. It could be communicated with the CMAE office and in certain cases rules could be agreed upon between CMAE and the delegate to make up for the lost time due to the expected circumstances. More than 60 minutes will be dealt by on individual basis depending on what day of the week and the content of that day. Decision will lie with Director of Education.

Unexpected circumstances

As problems/issues can happen during 5 days (or before and after), the delegate might have unexpected circumstances with health issues, transport or family problems that must be dealt with. In those occasions, MDP facilitator will be responsible to make a plan together with the delegate to solve any issues that might occur from this unexpected issue.

Leaving early / Arriving late

CMAE is running a 5-day-programme and you are expected to attend from start to finish. The delegate must look at the starting time as well as the finishing time and is not allowed to leave early (or arrive late) because of then disturbing the education and all delegates on the course. If something is planned – see “Expected circumstances”. Travel problems – see “Unexpected circumstances”.

Consequences of not attending

If for any reason not communicated before or see “unexpected circumstances” the delegate misses more than 60 minutes of the content, he/she will not get the certificate for the week.