



## ADVANCED SPORTS MANAGEMENT COURSE (ASMC) GUIDELINES

The objective of the Advanced Sports Management Course is to equip the participants with the knowledge and tools to help them to bring about change and improvements in their sports organization.

### Criteria

1. Participants may be:
  - a. members of the Board, Commissions, or staff at the National Olympic Committee (NOC);
  - b. individuals at the executive level, or staff of National Federations (NF), or other bodies responsible for the development of sport, OR
  
2. Participants may be members of sub-committees of NFs, or individuals who have responsibility for managing projects in a sports organization. Should such a participant attend the course, **it is essential that their attendance be fully supported by the board/executive of the organization**. This is to ensure that the participant has the mandate to apply the course material to their sports organization, which is likely to bring about change in the organization.
  
3. Applicants must have completed the IOC Sports Administrators' Course.

### Course details

- The course comprises six modules. There will be a total of 14 sessions which will be conducted mostly on Saturdays and Sundays, for 6 hours. The duration of the course is six months (May – November 2026).
- For each module/chapter covered in the ASMC, the participants must develop a case study of their organization and make a formal presentation orally. A case study contains a description of their organization, a problem within the organization that can be addressed by the relevant chapter content, and the participant's strategy and recommendations for overcoming this problem.

- After completing the six modules/chapters, participants must evaluate the impact of the course on their organization and themselves. This will be done through a final presentation on the learning process.
- Successful completion of the course requires
  - **100% attendance.**
  - successful PowerPoint (or equivalent) presentations of a case study for each chapter.
  - successful PowerPoint (or equivalent) presentation on the impact of the learning process on the participant and their organization.

The presentations to be submitted must be certified by a person identified by the organization to do so, as a commitment to apply the strategy to the organization. The participant must be allowed to implement or must be involved in the implementation of the strategy.

Applicants must submit the following:

- Evidence of completion of the IOC Sports Administrators Course.
- Information (CV) on their experience in sports and/or sports administration and their current position in the NOC, national federation, or other sports organization.
- Letter/Email from their organization expressing support for their attendance and a commitment to facilitate the implementation of their strategies. The name of the person who will certify the participant's work must be included in the letter/email.

THE BARBADOS OLYMPIC ASSOCIATION INC.

2026 Advanced Sport Management Course

**Proposed Timetable**

Friday 08 May	6.00 pm to 7.00 pm	Orientation & Presentation Skills
Saturday 30 May	6.30 pm to 8.00 pm	Opening Ceremony
Saturday 06 June	9.00 am to 3.30 pm	Module 1 Instruction
Sunday 07 June	9.00 am to 3.30 pm	Module 2 Instruction
Saturday 04 July	9.00 am to 3.30 pm	Module 1 Presentations
Sunday 05 July	9.00 am to 3.30 pm	Module 3 Instruction
Saturday 08 August	9.00 am to 3.30 pm	Module 2 Presentations
Sunday 09 August	9.00 am to 3.30 pm	Module 4 Instruction
Saturday 05 Sept	9.00 am to 3.30 pm	Module 3 Presentations
Sunday 06 Sept	9.00 am to 3.30 pm	Module 5 Instruction
Saturday 03 October	9.00 am to 3.30 pm	Module 4 Presentations
Sunday 04 October	9.00 am to 3.30 pm	Module 6 Instruction
Saturday 31 October	9.00 am to 3.30 pm	Module 5 Presentations
Sunday 01 Nov	9.00 am to 3.30 pm	Module 6 Presentations
Saturday 21 Nov	9.00 am to 3.30 pm	Presentation 7 and course wrap up

**KEY**

Module 1 - Managing an Olympic Sport Organization

Module 2 - Managing Strategically

Module 3 - Managing Human Resources

Module 4 - Managing Finances

Module 5 - Managing Marketing

Module 6 - Organizing a Major Sport Event