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27 June 2018

**TO: DISTRICT STANDING COMMITTEES for COACHING  
DISTRICT SECRETARIES  
EXECUTIVE  
MEDIA**

**CIRCULAR 37/2018**

**Invitation to Out-of-Sequence Coaching Train-the-Trainer (T-t-T) Course**

NSCC request that any facilitators at a District's Level 1 course should have attended the T-t-T course to ensure that similar content and training standards are maintained throughout the country. Please note that future, suitable trainers are not necessarily currently on DSCCs, but may be capable and willing to contribute to the training courses in the district. The minimum requirements for attending a T-t-T course are that the person is a qualified Level 1 coach, with experience, and that the person's application is confirmed by their DSCC. NSCC requires any trainers attending the T-t-T course to commit to being part of the facilitation-team at the next two Level 1 courses held in their districts.

Usually, a series of these courses are held around the country every odd year. The series will still take place in this manner in 2019. This year however, NSCC has been requested by BGN & JBA to hold an extra course due to changes in personnel and a desperate need for facilitators to assist at their planned 2018 courses. For this reason, NSCC will be running a T-t-T at **Edenvale BC (EKB), from 17-19 August 2018**. The course will start at 14:00 on Day 1 and end by 13:00 on Day 3.

Bowls SA will pay for surrounding districts' travel, accommodation, catering and course costs, within reason. Any districts, outside of the Transvaal area, who urgently need to send candidates to this course, need to negotiate with NSCC as there is a limited budget available for this course. To keep costs down, if this need is not urgent, we request that you wait for a T-t-T course in your area in 2019. Also, due to the *ad hoc* nature of the budget, we request that if possible, all candidates should either stay at home or with friends for the duration of the course. The fewer people NSCC has to pay accommodation for, the more people we can help within the budget.

**Applicants for the T-t-T Course must be done on-line by 15 July 2018** – see instructions at the end of this letter. All DSCCs will be asked to confirm applicants from their district, before these applicants will be accepted.

Note that the earlier the registration information is received, the sooner NSCC can distribute the pre-course material and the longer the trainee has to do the pre-course tasks! Please forward a copy of this circular to all nominees so that they have the initial information about the course and how to apply – *note that **no login is required to access the Course Application function of the on-line Membership Database.***

Each trainer is required to have a copy of *Lawn Bowls Coaching* (available from Bowls SA via orders from your District Office). Bowls SA will pay the car travel (R1.90 per km), accommodation, printing, meals & green fees of the attendees from surrounding districts only, unless individual arrangements have been made by the DSCC with NSCC. Please contact Dix (041 378 1971, 082 220 3707, [dixie@mandela.ac.za](mailto:dixie@mandela.ac.za)) if there are any queries in this regard.

**JOHN RAVENSCROFT  
OPERATIONS MANAGER**