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20 May 2024

**To: EXECUTIVE COMMITTEE  
PROVINCIAL PRESIDENTS  
PROVINCIAL SECRETARIES  
DISTRICT PRESIDENTS  
DISTRICT SECRETARIES  
DISTRICT STANDING COMMITTEES for COACHING  
MEDIA**

### **CIRCULAR 34/2024**

#### **Invitation to Apply for Level 3 Coaching Courses 2024**

The NSCC has scheduled Level 3 coaching courses to be run during 2024.

Coaching and the development of bowls skills are the key elements in the success of our sport. It is the objective of Bowls SA to have well qualified coaches across the country to assist in raising the enjoyment and standard of our sport and to provide the necessary assistance to players of all ages and levels. NSCC is delighted to invite applications from active Level 2 Coaches who are interested in upgrading their qualifications to Level 3.

Two (2) Level 3 courses are scheduled tentatively for 2024, namely:

**North: 25<sup>th</sup> – 29<sup>th</sup> July 2024 (venue in JBA to be confirmed)**

**South: 14<sup>th</sup> – 18<sup>th</sup> November 2024 (venue to be confirmed – location to be determined by location of applicants – tentatively Knysna BC)**

Pre-requisites are as follows:

1. A Level 2 qualification date not more than 6 years old.  
**Note:** *Any applicant, who's refreshed, qualification date is older than 6 years, will need to attend a Level 1 course as a refresher before finally being accepted on the course, but the application should be made by the due date.*
2. **±100 hours of coaching at Level 2** with the bulk of these hours accumulated over the past 6 years.
3. **A printed copy of Lawn Bowls Coaching**, which can, if necessary, be ordered (at a cost of R450) from Bowls SA, through the District Secretary and applicants must be prepared to do the required pre-reading before the course (provided in pre-course information letter to all accepted candidates).
4. **Computer literacy is highly recommended** (Word – word processing, Excel – spreadsheets, PowerPoint – presentations, e-mail communication, Internet – research) Please note computer literacy is not a requirement for successful participation – any assistance necessary at the course will be provided by NSCC.
5. Minimum of a current Level 1 Technical Official qualification.

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6. Knowledge of First Aid is recommended.
7. DSCC's and District Executives will be requested to provide support and motivation for candidates shortly after the closing dates. Minimum and maximum numbers per course will be applied and candidates notified after the closing date. If more than one candidate is nominated by a District their nominees must be prioritised.

The non-refundable application fee per candidate is R250 (see Bowls SA Circular 13/2019), to be paid directly to Bowls SA via the District Office – see below. If a candidate withdraws from the course after being accepted the candidate is liable for all costs incurred for them. Districts and Clubs are encouraged to support and to assist candidates as Level 3 coaches can be a great asset to the District and the Club. The NSCC will cover the candidates travel, accommodation and catering costs. Should a candidate not complete the course for any valid reason, these costs will need to be paid back to Bowls SA.

Please follow the 4-step guideline provided at the end of this circular – **note that NO LOGIN or SIGN-UP is required** – to apply online for the course by:

**North course Code 1380: 24<sup>th</sup> June 2024**  
**South course Code 1381: 7<sup>th</sup> October 2024**

Applicants are required to pay the non-refundable R250 application fee prior to the deadline, **through their District Office**, with the REFERENCE of account **NSCC 097001 and the District abbreviation – e.g. NSCC 097001 KBA or NSCC 097001 WPB**. Proof of payment must be emailed to Billy Rowan – [coach.courses@bowlssa.co.za](mailto:coach.courses@bowlssa.co.za) before the closing date for the course. NB: *Only applicants who have made these payments will be processed.*

**District Secretaries (or District Presidents) are requested to approve application by means of an email** to Billy Rowan, prior to the application deadline.

Applicants will be advised of their acceptance (this will depend on numbers) after each deadline has passed and will be provided with information and pre-course preparation instructions prior to the course. Please note that should there be less than 8 applications, the relevant course will be cancelled and only offered again in 2026.

For any further enquiries, please contact Billy at [coach.courses@bowlssa.co.za](mailto:coach.courses@bowlssa.co.za) – cell 071 891 7716

A handwritten signature in black ink, appearing to read "Bobby Donnelly", written over a horizontal line.

**BOBBY DONNELLY**  
**CHIEF OPERATIONS OFFICER**