Western Province Bowls

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26 August 2024

WP BOWLS CIRCULAR 2024-68

LEVEL 1 COACHES COURSE

To: All Club Presidents

The District Standing Committee for Coaching is making an all-out drive to encourage players from all clubs to become coaches. It is vital that all clubs have at least 2 coaches to ensure the growth of bowls in our district in terms of numbers and in terms of the standard of bowls played.

We are appealing to you, as President of your club, to approach certain members who you think may be good coaches, to consider this course. The candidate should have the following characteristics:

- Be a friendly, dedicated, inquisitive, and self-motivated person
- Have a reasonably good understanding of the game of bowls
- Eager to learn new skills, or use existing skills to enhance bowls
- A good club "citizen" (role model) who would be prepared to give up their own time for the growth of bowls

Coaching is never static and evolves with the times through constant improvements and innovations.

The Level 1 Coach initiates the new and future players into this wonderful game and must be able to analyse the technique of players and suggest improvements so that the player can achieve optimum results. This Level 1 Coach training course is specifically focussed on the coaching of new players.

Candidates need to attend a 2-day course, held over a weekend or 2 weekdays, where they will receive appropriate training, with a post-course assessment to be completed within 2 months of the course. Should the candidates be successful, they will be qualified for four (4) years, after which they will be expected to attend a refresher course or upgrading course dependent on their personal requirements.

The basic entry requirements are:

- A minimum of three (3) years of bowling experience
- Support of their club
- A good understanding of the Laws of the Game

OR

Existing coaches who qualified more than 4 years ago, could attend the course as a refresher, especially if they want to upgrade in the next few years or their qualification is expired due to no refreshers being attended in the last 4 years.

The details for the next Level 1 Course are as follows:

Western Province Bowls Association | NPO 080-192
President: G van Milligen | **Vice:** T Harland | **Treasurer:** J Calvert | **Executive:** D de Klerk, E Douglas, G Rightford, M Kirsten, M Gibbs, N Taljaard
Administration: D Phillips | **Competitions**: B Eksteen | **Finance:** D Vermeulen | **M & M Manager:** T Bright

- Dates: Course 21st and 22nd September
- ½ Day Follow up: To be decided during the course
- Time: 09:00 - ± 17:30 each day
- Venue: Meadowridge Bowling Club
- Cost: R 850-00 per candidate, to be paid directly to the district office, for the following:

    - R 450-00 – *Lawn Bowls Coaching* (to be collected / mailed from the District Office)
    - R 35-00 – *Introduction to Bowls* or *Inleiding tot Rolbal* (to be collected / mailed from the district office)
    - R 35-00 – *The Etiquette of Bowls* (to be collected / mailed from the district office)
    - R 90-00 – Certificate, badge, and scroll
    - R 240-00 – Printing, teas and green fees
    - In addition, the candidate should have a copy of the latest edition to *The Laws of Bowls* available from the district office.

- Candidates are requested to bring their own lunches and refreshments (to keep the costs down).

- Application:
  To apply for this course, please follow the instructions below. Course no **1412** on the database
  The **closing date** for application is **16th September 2024.**

A minimum of 8 candidates will be necessary to hold the course. Please provide a copy of this circular, preferably electronically if an online form is to be used, to all applicants in your club. Please contact your Club Liaison Coach or the undersigned for further information.

Yours sincerely,

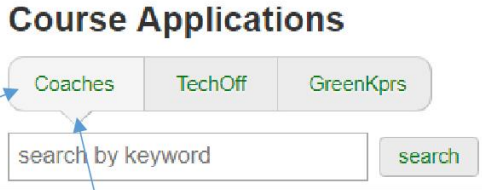
Jenny Griffiths
Course Co-ordinator
Mobile: 083 680 0169
E-Mail: jenny@jagcreations.co.za

Guidelines for Course Application

1. *Ctrl-Click* on the following link to take you directly to the *Course Application* section of the Bowls SA Membership Database Management System:

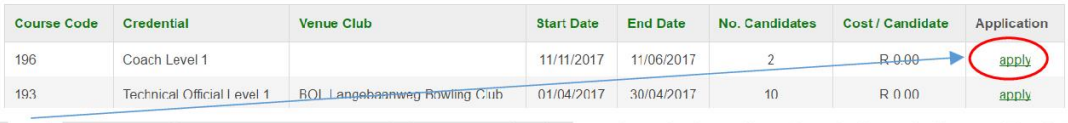
   https://bowlssa.knack.com/membersdb#course-applications/

2. At the top of the white part of the page, you will see 3 buttons:



   Click on the type of course you want to apply for – *Coaches*, *TechOff* or *GreenKprs* – the list of the type of courses displayed has the arrow as part of the button.

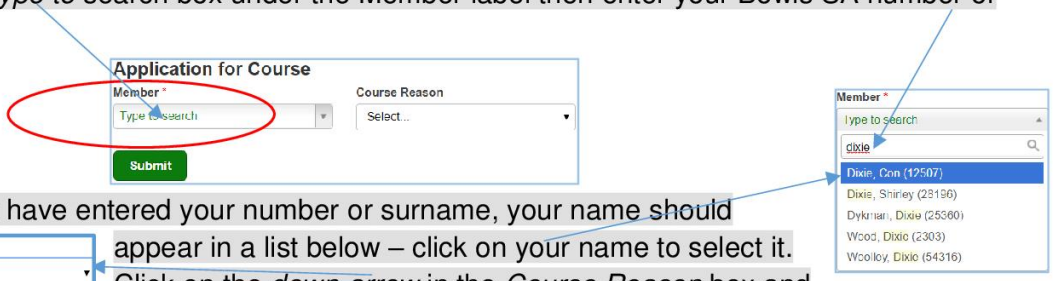
3. You should see a list of OPEN courses on your screen – something like this:



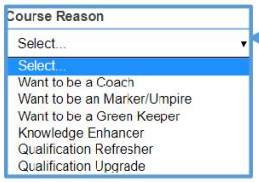
Course Code	Credential	Venue Club	Start Date	End Date	No. Candidates	Cost / Candidate	Application
196	Coach Level 1		11/11/2017	11/06/2017	2	R 0.00	apply
193	Technical Official Level 1	ROL Langebaanweg Bowling Club	01/04/2017	30/04/2017	10	R 0.00	apply

   Click apply next to the course your wish to apply for – check the *Credential* and *Start-End Dates* as the venue may not be booked yet.

4. Click in the *Type to* search box under the Member label then enter your Bowls SA number or surname:



   Once you have entered your number or surname, your name should appear in a list below – click on your name to select it.



   Click on the *down-arrow* in the *Course Reason* box and select a reason. The reason will depend on the type of event you applying for – consult the table below to select an appropriate reason – this is used by NSCs for administration and reporting purposes.

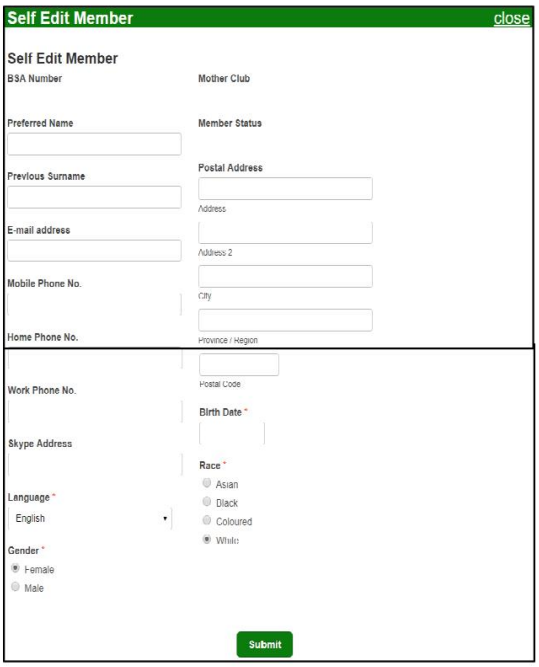
Course Reason	**Explanations**
Want to be a Coach	• Applying for an entry-level *coach* course • Applying for a *TO* course as a requirement for upgrading *coach* qualifications
Want to be a Marker / Umpire	• Applying for an entry-level *TO* course – either *Marker* or *Level 1*
Want to be a Green Keeper	• Applying for an entry-level *Green-Keeper* course
Knowledge Enhancer	• Applying for any type of course for the purpose of developing own knowledge – e.g. attending a *coach* course to improve one's own play; attending a *TO* course to learn about the laws of the game • Applying to become a *facilitator* in order to run entry-level courses
Qualification Refresher	• Applying for a *Continuous Professional Development* (CPD) event or a *Level* course in order to remain current and maintain the qualification registration
Qualification Upgrade	• An already qualified member in the particular area (i.e. *coach*, *TO* or *green-keeper*) applying for the next *Level* of training – e.g. a Level 1 applying for a Level 2 course; Level 2 applying for a Level 3 course.

   Click Submit

5. Your details should appear in the list of applicants – you will need to click the *screen refresh* button (↻) of your browser in order to see your name.



6. To remove your name from the list of applicants, click delete at the end of your record.
7. To complete your application, click on your *Name.*
8. The window will be populated with the available information about you that is on the database – note that you cannot change your *Bowls SA number*, your *Mother Club* (which denotes your 1st-call club if you are a dual member) or your *Member Status*. Check **all** the entries in the boxes to ensure that all the details are correct – page down if necessary. Click on any text box to remove an entry (e.g. *Work Phone No.* if you have retired) or update it.
9. Click Submit to accept all the changes or click close to ignore any changes you may have made.



10. A confirmation window pops up – click close to exit this task or Reload form to return to the form to check your details.



The co-ordinator will pick up your application and send you further information about the event.

11. To close the web-page, merely eXit your browser.