

***Invitation to the 7th IOF High Level Event Seminar
Tallinn, Estonia, 7-8 February 2015***

General theme: Visibility of orienteering

Focus areas: IOF services to organisers, WOC, WMOC and IT

The International Orienteering Federation, in cooperation with the Estonian Orienteering Federation (EOL), is pleased to invite you to the 2015 IOF High Level Event Seminar to be held at Pirita Top Spa Hotel in Tallinn, Estonia between 7-8 February, 2015.

This seminar, organised yearly since the start in 2009 in Oslo, Norway and last year held in Gothenburg, Sweden, has become an important event attracting 40-55 attendees each year from about 15 nations. The seminar targets appointed organisers, potential future organisers and key persons of IOF High Level Events, including already appointed IOF Senior Event Advisers and Assistant Senior Event Advisers. National orienteering federations are kindly asked to identify and enter suitable candidates.

Besides the ever important experience sharing, the 2015 seminar will have a special focus on the **follow-up of the introduction of the new WOC-model, IOF support to appointed high-level event organisers** and how to **improve the visibility of orienteering**.

Program points include:

- Elements of a WOC, management, organisation, support
- IOF support to organisers (Eventor, LiveCenter and the role of the Office)
- Focus on elite orienteering: evaluation of the 2014 FootO season, expectation from coaches and athletes, sprint relay (evaluation and experiences from 2014)
- IT – a cornerstone of a modern high level event in orienteering
- Organising the World Masters Orienteering Championships (WMOC) – including first-hand information from the WMOC 2014 SEA
- Visibility of orienteering – how the new WOC-programme changed WOC; and the example from the experienced Swiss World Cup organising team
- WOC project updates

Organiser: The International Orienteering Federation in cooperation with the Estonian Orienteering Federation

Date: 7-8 February 2015

Seminar site: Pirita Top Spa Hotel, Tallinn, Estonia
Street address: Regati puiestee 1, 11911 Tallinn, Estonia
<http://www.tallinkhotels.com/pirita-top-spa-hotell>



Accommodation **Accommodation Friday 6/2 – Sunday 8/2**

Single room, including meals: 160 EUR per person
Double room, including meals: 120 EUR per person

Price includes:

- accommodation
- meals: Saturday breakfast, lunch, dinner; Sunday breakfast, lunch
- free access to pool and saunas

Accommodation Saturday 7/2 – Sunday 8/2

Single room, including meals: 120 EUR per person
Double room, including meals: 95 EUR per person

Price includes:

- accommodation
- meals: Saturday lunch, dinner; Sunday breakfast, lunch
- free access to pool and saunas

Seminar fee: 90 EUR

Coffee/tea with sandwich/cake at seminar breaks are included in the seminar fee.

Notice that neither of the above mentioned prices include dinner on Friday.

The fee will be invoiced by EOL to the respective participant or their federation.

Travel: Distance to conference hotel from:
Tallinn International Airport – 8 km
Tallinn downtown (port, bus & train station) – 7 km

From Tallinn airport, the conference hotel is easiest reached by taxi from the arrival area. The cost should be not more than 20 EUR, less if shared. The hotel is easy to reach from downtown Tallinn by public transport.

[Map](#)

Programme: The seminar will consist of lectures, discussions and informal gatherings. A detailed programme will be sent to all participants and will also be made available at www.orienteering.org.

Friday 6 Feb	evening	arrival and registration informal meetings
Saturday 7 Feb	morning 09.00 afternoon evening	arrival and registration start of first session lectures experience sharing, meetings
Sunday 8 Feb	morning 14.30	lectures closing

Material: The following IOF publications will be used at the HLES:

- Competition Rules for IOF Foot Orienteering Events (2015)
- WOC Organisers' Guidelines (2011)
- WMOC Organisers' Guidelines (2014)

These are available on the IOF website www.orienteering.org

Seminar leader: Áron Less, Chairman, IOF FootO Commission

Lecturers: WOC organisers, WOC and WMOC SEAs, IOF Commission representatives (composition not yet finalised)

Language: English

How to enter: Please use the online entry form at <https://www.surveymonkey.com/s/BXBSR9T>

Deadline for entries: **10 January 2015**

Enquiries: For enquiries please contact:
International Orienteering Federation, Sports Administrator Riikka Tolkki
Phone: +358 40 558 1817
E-mail: riikka.tolkki@orienteering.org

