

Organiser 主辦機構：

Hong Kong Coaching Committee
香港教練培訓委員會

Sponsor 贊助機構：

The Hongkong Bank Foundation 
滙豐銀行慈善基金

**The Hongkong Bank Foundation
Continuing Coach Education Programme
滙豐銀行慈善基金教練延續培訓計劃**

**~ Seminar on “Management Skills in Sports Coaching – Maintaining Relationships
with Working Partners” ~
「教練管理技巧 — 維持工作伙伴關係」講座**

Coaches very often need to manage and coordinate a number of issues relating to coaching. Having good knowledge in management could help coaches handle these issues in an effective manner. In this seminar, the speaker will share with coaches some practical skills to communicate and maintain good relationships with working partners.

教練們時常需要管理及協調很多與訓練有關的事宜。教練如明白相關的管理知識，便可有效地處理這些工作。這個講座中，講者將與教練們分享如何實踐管理及溝通的基本技巧，與各工作伙伴建立及維持良好關係。

Speaker 講者

Mr. King CHENG King-leung, BEd (HKU), MEd (HKU)
Panel Chairman of Physical Education, Pui Ching Middle School
Beach Volleyball Development Director, VBAHK
Head Coach, Hong Kong Beach Volleyball Team
Level II International Volleyball Coach, FIVB

鄭景亮先生
培正中學 - 體育科主任
香港排球總會 - 沙灘排球發展總監
香港沙灘排球代表隊 - 主教練
國際排球總會 - 二級排球教練

Details 內容

Date 日期	29 October 2005 (Saturday) 2005年10月29日 (星期六)
Time 講授時間	2:00 p.m. - 2:15 p.m. Registration 登記 2:15 p.m. - 3:15 p.m. 1st session 第一節 3:15 p.m. - 3:30 p.m. Break 休息 3:30 p.m. - 4:30 p.m. 2nd session 第二節
Venue 地點	Jubilee Room, Hong Kong Sports Institute, 25 Yuen Wo Road, Shatin, N. T. 新界沙田源禾路25號 香港體育學院 銀禧廳
Capacity 人數	100 pax (first-come-first-served) 100位 (先到先得)
Fee 費用	HK\$100 (Handouts and light refreshment included. Fee is non-refundable once enrolled.) 港幣一百元正 (費用包括講義及茶點。報名一經接納，恕不退款。)
Certificate 證書	Participants will be presented with Certificates of Attendance issued by the Hong Kong Coaching Committee 參加者將獲香港教練培訓委員會頒授出席證書
Medium of Instruction 講授語言	Cantonese 廣東話

Application 報名辦法

Please complete the attached enrollment form and send it together with:

參加者請填妥報名表格，並附上：

- 1) A crossed cheque of HK\$100.00 made payable to the ‘**Hong Kong Sports Institute Limited**’; and
港幣一百元正之報名費 (以劃線支票繳交，抬頭請寫：香港體育學院有限公司)；及
- 2) A stamped self-addressed envelope.
貼上足夠郵資之回郵信封

Address 地址

Coach Education Department, Hong Kong Sports Institute, 25 Yuen Wo Road, Shatin, N.T.
新界沙田源禾路25號 香港體育學院 教練培訓部 收

Enquiries 查詢電話： 2681 6129 (Ms. Fung 馮小姐)

Enrollment deadline 19 October 2005

截止報名日期 2005年10月19日