



**EUROPEAN HANDBALL  
FEDERATION**

## **EHF Women's Handball Development Programme**

### **“Mentoring of Coaches in Women's Youth Handball”**

#### **Administration Guide (after signing)**

You have recently signed up to a programme for the “Mentoring of Coaches in Women's Youth Handball”? In order to help you to follow both the agenda and time-line according to the pre-defined programme laid down in the agreement please find some advice below:

#### **1. DEVELOPMENT TOURNAMENT & OBLIGATORY MENTORING COACHES' CLINIC**

As presented in the concept, and agreed in the Cooperation agreement, you will organize for each mentoring session a local development tournament of selected girls aged 12-18 years and a coaches' clinic for a maximum of 30 coaches, who are working in women's youth handball, whereas the attendance of the coaches, participating in the tournament is mandatory. Please inform us at the beginning of each phase when the three courses shall take place. At least three (3) months prior to the course we will need the following information:

- Aim of the event
- Director/Responsible of the event
- Arrival date/Departure date
- Nearest airport
- Venue
- Programme (how many theoretical/practical lessons?)
- Topics for the lecturer (as detailed as possible)
- Target group (level, etc.)

The EHF will nominate a suitable EHF Lecturer as soon as possible. We will organise their international travel and bear the travel costs and the daily allowance of the EHF Lecturer.

The hosting national federation shall organise their national transfers and organise and bear the costs for accommodation and lodging.

## 2. REPORTING

After the course, etc. the hosting nations (as well as the EHF Lecturer separately) are asked to provide the EHF Office ([cuderman@eurohandball.com](mailto:cuderman@eurohandball.com)) with a written report containing the following guidelines for the report sent by the organizing Federation to EHF not later than 14 days after the course:

- Official name, venue and dates of the course.
- The complete schedule of the course.
- The participation list with indication of gender and contact details (email).
- Send the result of “the participant’s evaluation” of the course in general and the performance of the EHF lecturer. The “participant’s evaluation” is organized by the organizing federations and the EHF lecturer.
- Communication/cooperation with the EHF Office prior to the event.
- Comments on the course overall and suggestions for future cooperation with the EHF.

In order to evaluate the development and outcome of our common programme for Mentoring of Coaches in Women’s Youth Handball the EHF will rely on the experience obtained by our EHF Lecturer and your reports.

The deadlines for providing the reports are defined in our contract and shall be transmitted to the EHF Office ([cuderman@eurohandball.com](mailto:cuderman@eurohandball.com)) accordingly. The report shall provide details on the development measurements and activities made, the players involved, the outcome, programme, etc. What was the initiative? Content of the programme? What was the objective? How many players were involved of which age? What was the outcome, etc.?

These reports are important for the successful continuation of our agreement in respect of the programme for Mentoring of Coaches in Women’s Youth Handball.

In case of any questions do not hesitate to contact us!

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