



**Short Course in**  
**EVENT MANAGEMENT**





# COURSE OVERVIEW

## EVENT MANAGEMENT

### Course Overview

Developed by leading Australian professionals from the leisure and tourism industry, the MSAC Institute of Training Event Management course is designed to equip participants with a comprehensive overview of the ever-growing events industry and the skills required to create and deliver successful events.

Whether you are looking to improve current event management skills, or are seeking a change in career, the Event Management program will provide the perfect foundation.

### The course program consists of two sessions covering such areas as:

- event conceptualisation
- key success factors
- planning and budgeting
- marketing and sponsorship
- operations
- staffing and volunteers
- legal compliance
- occupational health and safety

### Course Inclusions

Morning tea, lunch and afternoon tea are supplied together with course notes and resources.

<b>Date(s)</b>	Please refer to <a href="http://www.msacinstitute.com.au">www.msacinstitute.com.au</a>
<b>Duration:</b>	2 consecutive days
<b>Time:</b>	9.00am - 5.00pm
<b>Cost:</b>	\$600.00

For registration or further information please contact [msacinstitute@ssct.com.au](mailto:msacinstitute@ssct.com.au)

Courses are held at the MSAC Institute of Training located in Sports House, 375 Albert Road, Albert Park (adjacent to the Melbourne Sports & Aquatic Centre)

Please refer to our website for terms and conditions of enrolment