Otama	O24	Objectives	chair parcan	Alada Aarala		Hausan		
Stage Kickoff	Schedule	Objectives	chair-person	1	residents	Houses	spocs	volunteers
	now-Dec 23	Recruit chair-person		lead effort				
		Establish advisor group	lead effort					
		Define high level schedule		lead effort				
		Recruit spocs	lead effort	contribute				
Planning	Jan-Mar 24	List of sports & events						
		Formats for tournament involving multiple teams	define	contribute				
		Format for rubber (team vs team)	Define high level guidelines for spocs. Ensure spocs are consistent & fair	review			define	
		Rules for sport	lead effort	review			define	
		House formation	lead effort	contribute				
		Documentation of events, points, rules, formats etc	own this	contribute			contribute	
		schedule	lead effort	contribute			contribute	
		T-shirts	recruit volunteers					Design, procure, distribute and collect funds
		sponsorship	recruit volunteers					define & get sponsorships
		budgets	define				contribute	
		F&B	recruit volunteers					
		Logistics: chair, tables, shamyana, traffic	recruit volunteers					
		PR: media, photography etc	recruit volunteers					
		communication with residents & enrolled players	own this					
		Define handling method for late changes	own this					
Enrollment s	Apr-Jul 2024	Kickoff enrollment forms and collect fees	lead effort		enroll	houses to talent scout and recruit		
		Houses to form their own structure: elect house captain & others leadership team			residents to select captain & leadership team of hou			
		Get sponsors						sponsorship volunteer owned

Stage	O24 Schedule	Objectives	chair-person	think-tank	residents	Houses	spocs	volunteers	
		House internal talent hunt, training & team formations				lead the effort			
Sports	Aug-Oct 2024	Pre-event planning	Just ensure Spocs are not dropping the ball or running late				own the effort		
		Team submission	collate teams & validate			lead effort			
		Event F&B					ensure volunteers not droppingball	F&B volunteer oened	
		Sponsor collateral						Sponsorship team owned	
		Run the event					own the effort with volunteers, as needed		
		Handle any unforseen need to have edits to format or schedule	own this				contribute	contribute, as appropriate	
		Handle conflict	active role			own this			
		Documentation of results	collate				tabulate and send		
		Announcements	own the effort					PR& photo team to be active	
Wrap Up	Nov 24	Awards ceremony	lead the efforts for awards & the closing					certificates, medals, mc, stage, entertainment, F&B	
		Post-mortem & adjustments for next edition	lead discussion	contribute			contribute		
		Documentation for future	lead effort	contribute			contribute		
Notes									
	chairperson	The overall tournament success & ownership of everything lies with the chair-person. This can be seen as a leadership/management/administrative job while experts do their bit across volunteers, spocs and houses. A lot can be delegated to advisors and volunteers, as desired by the chairperson. As an example, all enrollment, team submissions and results tablulation could be delegated to a volunteer/advisor							
	think-tank	Play a role in recruiting chair-person, spocs and defining over all schedule, and then are active advisors to chair-person in planning phase of Olympiad. No role in sport events unless chair-person needs advise, and then assemble back at the time of post mortem.  Own the entire sport/event, working within tournament rules & structures defined by chairperson and taking support of all volunteer groups that cut across sports (F&B,							
	spocs								

O24 Stage Schedule	Objectives	chair-person	think-tank	residents	Houses	spocs	volunteers	
House capt	that arises onces games are kick	Recruiting talent, forming teams, eventually aiming to win the event. captains participate actively to take decisions on late changes to schedule/format or conflict resolution that arises onces games are kicked off. Internal to the house, captains can select leaders for each sport and/or age group, so it becomes more of a leadership role to recruit, manage & motivate the house members. Inter house conflict is to be managed by captains.						