



IPC Swimming Summit

1-3 June 2009, Berlin, Germany

“The Water is Open, Make Your Splash, Create the Wave”

Invitation for Application

The purpose of this communication is to provide information on the key areas and to invite experts to apply for the IPC Swimming Summit:

- The Meaning of “Summit”
- Themes of the Summit
- Open Space Technology (OST)
- Preparation for the Summit
- Application
- Summit Timelines

The Meaning of “Summit”

IPC Swimming has purposely named the event “Summit” as all comments, statements and considerations are for the ongoing growth and development of IPC Swimming. The Summit will provide a forum for real dialogue to take place.

Themes of the Summit

In the mean time we ask you to think about the themes that have been identified **“The Water is Open, Make Your Splash, Create the Wave”** and its subtitles below each. Then talk to your team and decide what you want to accomplish from the summit. What do you want to hear from others, what do you want to say to the assembled group and what recommendations do you hope will be put forward.

The Water is Open: Looking at the things from all aspects and thinking broad is what will create changes in the future. Be open minded and learn from the past but focus on the future.

- How do we see ourselves?
- What have we learnt?
- What is our strength and what is our weakness?
- What will we leave behind?
- What are we taking forward?

Make Your Splash – Bring your ideas to the table, listen and learn from the others. Take a dive and take the risk, convince the others.

- What is common practice?
- What is the best practice?
- What are your proposals?
- What are the opportunities and possibilities?

Create the Wave - Make your input and build the future of the sport.

- How do we want to be seen?
- Where do we want to be seen?
- What does the future look like?
- What are the priorities?

Note: The above questions are only samples of what can be explored at the summit. The specific areas of topics will be determined by you and your team in your discussions beforehand. We expect you to bring your suggestions to the opening circle and we will create the atmosphere to collectively explore them.

Remember: Together we can.

Open Space Technology (OST)

The format for the IPC Swimming Summit will be based on Open Space Technology. The idea behind this format is that each person coming to the summit will have topics or ideas to share – as well as contribute to other topic areas.

As organizers of the summit we have set the themes but not specific order of events or workshops. You will do this. Open Space will allow this to happen in the first hour of the first session. We will give you more detail of how this happens in future communication.

OST is a method that has been used in many similar gatherings around the world. The technique allows participants to form small group discussions around topics that most interest them. The opening circle will allow time to set the topics for discussion and people will be encouraged to move between groups as they wish. You will be asked in the opening session to nominate your specific topics of interest. The facilitator will ensure that everyone understands the process and that the principals of Open Space are clear.

The principles are:

1. Whoever comes are the right people: this means that attendees of a session class as "right" simply because they care to attend
2. Whatever happens is the only thing that could have: this suggests that you pay attention to events of the moment, instead of worrying about what could possibly happen
3. Whenever it starts is the right time: clarifies the lack of any given schedule or structure and emphasizes creativity and innovation
4. When it's over, it's over: encouraging you to not waste time, but to move on to something else when the fruitful discussion is over

There also exists another tentative "law", usually referred to as the "Law of Two Feet" (or "The Law of Mobility"), which reads as follows: If at any time during our time together you find yourself in any situation where you are neither learning nor contributing, use your two feet. Go to some other place where you may learn and contribute.

Preparation for the Summit

A) Consulting with your Team

Preparation for the Summit requires consultation with your team which should be happening now. We suggested you meet with your 'team' to discuss the summit themes and to decide on your goals from the Summit.

Your team might be your National Paralympic Committee, athlete, coaches, technical officials or classifier communities in your nations as well as service provider groups. It is critical to remember every delegate will be representing their teams point of view at the Summit.

B) Discussion Papers

IPC Swimming provides registered delegates the opportunity to prepare and submit a brief discussion paper in advance of the Summit. The purpose of a discussion paper is to share ideas on a subject area for which delegates believe may be discussed at the Summit. The discussion paper will allow other delegates to consider the view points prior to the Summit.

The discussion paper must:

- not exceed four (4) pages
- be submitted electronically to ipcswimming@paralympic.org
- be submitted not later than **20 May 2009**

The format for the Summit using OST means the agenda items will not be determined until day one, session one. Having read a discussion paper related to the respective themes will provide a useful background for delegates and it is recommended they are read prior to the Summit.

All discussion papers submitted meeting the criteria above will be posted on the IPC Swimming website as they are received.

The official language of the summit is English. No translation service will be provided.



Application

All interested delegates are invited to apply for participation via an on-line registration system: http://217.91.61.252:591/fmi/iwp/cgi?-db=IPC_Swimming&-loadframes

Please select "Guest Account" and press "Login" to start with your application.

Additionally, applicants are requested to send a supportive documentation on their motivation, experience in the sport of Swimming or CV by **13 April 2009** to ipcswimming@paralympic.org.

Summit Timelines

Date	Action
Monday, 30 March 2009	Invitation for Application sent out to the memberships
Monday, 13 April 2009	Deadline to apply on-line and send the supportive documentation
Monday, 27 April 2009	Confirmation of participation sent out to the accepted applicants
Monday, 11 May 2009	Registration fees to be paid in full
11-20 May 2009	Submit discussion papers
Sunday, 31 May 2009	Arrival at the Summit
1-3 June 2009	IPC Swimming Summit
3 June 2009	Departure