



# 2019 CoSIDA Convention: Division III Day



# When the Circus Comes to Town: Hosting Championships and Tournaments

# Panelists

- Matthew Fenton – Messiah College, Director of Athletic Communications
- Craig Hicks – Denison University, Assistant Athletic Director for Athletics Communications
- Justin Sweeney – Transylvania University, Sports Information Director
- Shawn Medeiros – Endicott College, Sports Information Director

# Hosting Basics

- Servant Leadership
- Neutrality
- Taking care of each other (SIDs)
- Student-athlete experience
- Incorporating NCAA/Conference marks and logos

# So you just found out you're hosting! (Checklist)

- Things to think about ahead of time
- What's the first thing you should be doing?
- Areas to be getting ready throughout the week
- What are the tasks that are on your to do list for the day of the event?
- How do you wrap the event up effectively?

# Hosting Off Campus with Craig Hicks

- Conduct a site survey and brainstorm issues and possible solutions
- Have a point of contact at the facility who is your go to for all questions
- Prepare for the worst, hope for the best. You're away from home, things will go wrong
- Don't be afraid to ask for help

# During the Weekend of Live Events with Justin Sweeney

- In addition to the essentials, ask what do you want to get out of the weekend?
- The “essentials” are still the most essential
  - Properly staffed events
  - Games started and delivered
  - Take care of all the nuts and bolts of a home event
- Get as much done as you possibly can on the front end of the week in order to:
  - Get important stuff off your plate ASAP
  - Identify where your problem areas and needs for the event are more quickly
  - Have more time to promote the event more often leading up to tip-off

# During the Weekend of Live Events with Justin Sweeney

- Be both at peace with and strategic about leaning on your resources heavily (ask for all the help you can, get it out in front of potential helpers as soon as possible prior to the event)



# Going Above and Beyond with Shawn Medeiros

- Setting up the social plan beforehand
- Being adaptable (this could also work for the split-site stuff I was talking about)
- Taking care of the other SID

# We want to hear from you!

- Is there a hosting lesson that you've learned from your experiences?
- What was the best moment hosting for you?
- What was one thing you would change about your last NCAA hosting experience?

# Questions or Comments?