

## **Abstract**

**Title:** Time management in sport managers

The main goal of this project was to describe the problems of time management in sport managers. This project analyses the contemporary situation, describes and compares the time management in five managers that represent the sport sphere in the Czech Republic: the manager of sport shop, the manager of the fitness centre, the manager of youth football club, the manager of football team and the manager of track and field club.

A qualitative research was used for getting information from our respondents, concretely a structured interview. To analyse each surveyed person a swot analyse, a comparative analyse and an observation method were used.

The results show that time management in sport managers exists, but it is rather special. It comes from the praxis and own experience. Each of the managers is good at organization of his working time within the activities and work he is responsible for. They use mainly classical paper tools for the better time management. Contemporary time management of the surveyed persons is more or less suitable nevertheless we proposed some recommendations. All of the respondents agreed that the main specific in time management of the sports managers are free working hours, working during the weekends and flexibility.

**Key words:** time management, sport manager