



CALL FOR CONCURRENT SESSION SPEAKERS

Thank you for your interest in being a Concurrent Session Speaker for the Workforce Development Conference in Cincinnati, Ohio June 17-20, 2018. The International Association of Workforce Professionals (IAWP) hosts this annual education conference, now in its 105th year!

Why would I want to be a Concurrent Speaker?

- You will have the opportunity to connect and network with workforce professionals from across the country.
- We will feature you and your company in our conference program and website.
- Some presenters will have the opportunity to write pre-conference articles, which will become part of our promotional material for the conference.
- You can continue to add and build on your resume and portfolio.
- You get to attend one of the best workforce system conferences in the country.

Who Attends the Conference?

Well over 200 workforce professionals from throughout the United States.

What are We Looking for in a Concurrent Session?

We are looking for sessions that provide a great learning experience (not a commercial for a product or service) and that are lively, entertaining, innovative, informative and interactive. We want participants to engage with the learning through activities and take-a-ways. We are also looking for workshops that help connect the learning back to the workplace.

What are the Topic Tracks for the Conference?

- **Workforce Best Practices** – Demonstrating and sharing best practices within the workforce system.
- **Workforce Skills Development** – Skill development specific to serving customers within the workforce system. This might include skills in social media, resume building, customer service, interviewing skills, and coaching conversations.
- **Leadership Development** – Skill development in leadership. This might include emotional intelligence, facilitation, diversity, self-assessments, strengths development, and collaboration.

What is the Selection Criteria?

- Lively, entertaining, innovative, informative and interactive sessions. We specifically request that presentations include interactive activities or exercises for participants.
- Well written learning objectives that show how the learner will be able to use your content back on the job (practical application).
- Session descriptions that clearly show what the session is about and avoid editorials on the topic.
- Content that relates to one of the topic tracks.
- An outline and objectives that can be realistically accomplished in the time allotted.
- Content that is current, cutting edge, and practical.

We Will Also Consider...

- A balance of speakers representing diverse cultures, backgrounds, viewpoints, organizations and geography.
- Demonstration of presentation style and quality; we ask you provide, if available, a link to a video of you presenting the proposed topic or similar topic.
- Completeness, accuracy and clarity of the proposal. Proposals that do not follow the instructions will be ineligible.
- Experience of the speaker. Substantial topic knowledge and experience facilitating learning experiences and/or speaking to large groups is required.
- Feedback from references. Two positive reference checks with at least one being from a prior speaking engagement are required.

Compensation

As a speaker you will receive a complimentary registration for the 2018 Workforce Development Conference. IAWP does not provide any other monetary compensation for concurrent session speakers at the Workforce Development Conference. All travel, lodging, meals, special equipment purchases, and rentals are the speaker's responsibility.

Submission Instructions

[CLICK HERE](#) to access our online RFP form. You can update and edit your submission using this link until the submission deadline, **FRIDAY, FEBRUARY 16, 2018**. Please note that the committee will not consider RFPs received after the deadline or those that are incomplete. The committee reserves the right to begin reviewing and selecting proposals prior to the submission deadline.

I Have Questions, Who Do I Contact?

If you have further questions, please email Program Coordinator Grant Axtell at speakers@workforceconference.org.