



## Call for Presenters

### 2009 Oregon Civic Engagement Conference

October 1-3, 2009

Salem Conference Center • Salem, Oregon

The Oregon State Committee on Civic Engagement invites you to share your knowledge and expertise with others by submitting a proposal for presentation at the 2009 Oregon Civic Engagement Conference. We are accepting workshop proposal that supports this year's conference theme, "**Connecting the Dots: Linking Ideas with Action**". The goal of the Conference is to provide premier training and networking opportunities for approximately 400 participants from schools, universities, nonprofits organizations, volunteer centers, businesses, community and faith-based organizations, Senior Corps, AmeriCorps and other national service programs, and local government, as well as policy makers and elected officials. This Call for Presenters seeks the "best of the best" in the fields of community engagement, community mobilization and collaboration, and service learning.

#### WORKSHOP CONTENT

The program content for the 2009 conference will be rich and diverse. In submitting your proposal please, consider our conference goals.

Preparing –

- nonprofit leaders...
- volunteer managers...
- teachers and educators...
- national service program participants...
- local, regional and state government, and

Oregon residents in all of our diversity to recognize, react to and adapt to the ever-changing landscape

- ...through multi-generational engagement
- ...through dialogue
- ...through multicultural engagement
- ...through activism and advocacy
- ...through interdisciplinary critical thinking
- ...through increased numbers of volunteers
- ...through getting out of our functional fixedness and becoming authentic collaborators.

Under the overarching sub-theme of Individual Action, we are soliciting proposal in five content areas:

- Lifelong Civic Engagement
- Nonprofit Leadership
- Engagement of Diverse Communities
- Volunteer Management
- Service Learning/Civic Education K-H

#### WORKSHOP METHODOLOGIES

Our conference participants value interactive workshops. Opportunities for dialogue, small group activities, and exploratory learning are received well. A lecture with question and answer session at the end is not sufficient. We request that each presentation include at least fifteen minutes at the end of the breakout session to provide participants with an opportunity to define "What next?". In addition to the "What next?" conversation, please be sure to address how your workshop will be interactive. Workshop seating will be in rounds of 6-8 to facilitate this goal.

## PROPOSAL SELECTION CRITERIA

Workshop proposals will be reviewed and selected based on the following criteria:

- Potential to attract and stimulate conference attendees
- Clarity of proposal content and presentation methods
- Originality and creativity of content and format
- Potential for practical application and replication
- Relevance to a broad audience or applicability to a specific target audience(s)
- Incorporation of adult learning training methodologies
- Experience and qualifications of the presenter

## PRESENTER BENEFITS

As a conference workshop presenter you will receive:

- New opportunities to showcase your program/agency/service
- Access to a diverse and enthusiastic audience
- Free conference registration for the day of presentation

## PRESENTER GUIDELINES

Presenters contribute their services in a volunteer capacity.

Presenters are responsible for all travel-related expenses, including hotel.

Proposals are submitted electronically by filling out pages 3 & 4 and e-mailing to [conference@oregonvolunteers.org](mailto:conference@oregonvolunteers.org) on or before **July 20, 2009**.

If proposal is selected, presenter agrees to provide electronic versions of presentation materials (e.g. PowerPoint, handouts) no later than September 1, 2009, for inclusion in the conference packet.

By submitting a proposal, presenters indicate their commitment to presenting at the 2009 Oregon Civic Engagement Conference if selected.

## POSTER PRESENTATION

Your proposal may alternately be selected for a poster presentation. By returning the attached application form, the presenter agrees to either a workshop or poster format as decided by the Selection Committee. Poster presenters are responsible for the conference registration fee.

## PROPOSAL SUBMISSION INSTRUCTIONS

Please submit the attached presenter application form on page 3 and any supporting attachments electronically to: [conference@oregonvolunteers.org](mailto:conference@oregonvolunteers.org) or fax to: 503-725-8335 **no later than July 18, 2009**.

## NOTIFICATION

All applicants will be notified as to their presentation status by **July 30, 2009**. At that time, if your presentation has been selected for a workshop, you must confirm your audio/visual needs and your presentation title and description for the conference program. All confirmed workshop and poster presenters will also be listed in the conference program and conference participant list.

## QUESTIONS?

If you have any questions about the application process, or would like additional information about the Oregon Civic Engagement Conference, please call 1-888-353-4483. We look forward to receiving your proposal!



## 2009 Oregon Civic Engagement Conference

October 1 – 3, 2009

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### Workshop Presenter Application Form Due July 20, 2009

**Workshop Title** \_\_\_\_\_

**Session Preferences** (check all that apply):

Thursday, October 1  105 minutes

Friday, October 2  105 minutes **OR**  90 minutes

Saturday, October 3  90 minutes **OR**  75 minutes

**Presentation Designed For** (check all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> K-12 Educators   | <input type="checkbox"/> Faith-Based & Community Organizations |
| <input type="checkbox"/> 6-12 Students  | <input type="checkbox"/> Nonprofit Executives & Leaders        |
| <input type="checkbox"/> Post-secondary Educators   | <input type="checkbox"/> Board of Directors/Committee Members  |
| <input type="checkbox"/> Post-secondary Students  | <input type="checkbox"/> Local Government Leaders              |
| <input type="checkbox"/> Volunteers   | <input type="checkbox"/> Youth Development Practitioners       |
| <input type="checkbox"/> Volunteer Managers/Administrators  | <input type="checkbox"/> Program Administrators/Staff          |
| <input type="checkbox"/> Volunteer Managers/Administrators  | <input type="checkbox"/> Social Change Agents                  |
| <input type="checkbox"/> National Service Participants (AmeriCorps, Learn & Serve, VISTA, Senior Corps) |  |
| <input type="checkbox"/> Other _____  |  |

**Primary Presenter Name\*** \_\_\_\_\_

Title/Position \_\_\_\_\_

Organization/Institution \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Daytime telephone \_\_\_\_\_ Fax \_\_\_\_\_

Co-Presenter Name \_\_\_\_\_

Title \_\_\_\_\_ Agency \_\_\_\_\_

*\* Note: Oregon Volunteers will send all communication to the Primary Presenter*

**All proposals must include the following...**

**Short Presentation Description** 50 word summary that will appear in the conference publicity materials (Oregon Volunteers reserves the right to edit this description and/or the title of your workshop).

**Full Presentation Description** Describe your presentation in greater detail including: clearly defined learning objectives for participants, detailed content and presentation methods, and whether this presentation has been given before and to what audience. This description should be no more than two double-spaced pages.

**Brief Biography of Each Presenter** 100 words or less including name, title, current place of employment and professional and volunteer experience.

**Please indicate your choice of equipment...**

- CD Player       VCR or DVD/Monitor       LCD/Screen       FlipChart/Easel

**Please see next page**

## Guidelines for Submitting Proposals:

1. Proposals should be filled out completely.
2. Presenters should plan on 90 – 105 minute time sessions for a maximum of 100 participants. Limited 75-minute session slots are available.
3. Room setup is table rounds.
4. Proposals will be selected by the conference planning committee. Selection criteria are described on page one of this request.
5. **Deadline for submitting proposals is 5:00 p.m. on July 20, 2009. Proposals will be accepted via US mail, overnight mail, email, fax or walk-in.**
6. Presenters will be chosen by July 30, 2009.
7. All presenters will receive a discounted presenter registration rate.

\_\_\_\_I have read, fully understand, and agree to the guidelines required to present a workshop at the 2009 Civic Engagement Conference. (Please check this statement, if you agree and sign below)

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(signature, please)

**Please submit all proposals to:**

**Conference Planning Committee  
Oregon Volunteers  
PO Box 751-CSC  
Portland OR 97207  
Phone: (503) 725-5903  
Fax: (503) 725-8335**

**Email: [conference@oregonvolunteers.org](mailto:conference@oregonvolunteers.org)**