

## **IAPA ANNUAL CONFERENCE Call for Presentations**

The IAPA Board and Education Committee are looking for presenters and presentations that will engage the imagination and brighten the future of Activity Professionals in their programming and professional development. If you are interested in presenting an educational session related to professional development, recreational/activity programming, regulations, leadership, motivation, and other related topics for Activity Professionals working in long term care, senior centers, retirement, adult day services, etc., this is your chance to submit a proposal to the Education Committee.

If you have heard a speaker who should be shared with other Activity Professionals, please take this opportunity to share this information with the Education Committee by completing a "Call for Presentations" form. When recommending a speaker, other than yourself, please provide as much information as possible; such as where or how the speaker can be contacted, when and where you heard the speaker and the content of the speaker's presentation at that time.

Honorariums, fees, and other expenses will be negotiated individually with potential speakers.

Use the attached form entitled "Call for Presentations" to submit your information about a potential speaker or educational session. Feel free to attach additional pages of information to the application form to better describe your proposal or speaker recommendation.

**This conference is for you!  
You can help determine what sessions are included!**

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### **DO NOT HESITATE**

**IAPA must have your "Call for Presentations" proposal no later than MARCH 15.**

All proposals must be **typewritten** or **printed neatly** in ink and received by the deadline. The IAPA Education Committee will review all proposals and Nancy Ichinose, Education Chair, will contact those who have submitted "Call for Presentations" proposals by June 1st, with the decision of the Education Committee.

For further information and to submit "Call for Presentations" proposals contact:

**Nancy Ichinose - Education Chair**

1711 W. Oakton

Arlington Heights, IL 60004

Home: 847-392-4274 • Work: 847-492-4872

Fax: 847-342-1814

Email: [education@illinoisactivities.org](mailto:education@illinoisactivities.org)

***Feel free to fax or e-mail the information!***

## IAPA Call for Presentations

Please type OR print all information.

Speaker's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Title of Session: \_\_\_\_\_

Description of session as it might appear in the conference brochure (3-5 sentences):

\_\_\_\_\_

Brief Outline of the Presentation: (use another page if necessary)

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

Presentation Method/s:	<b>Lecture</b>	<b>Demonstration</b>	<b>Role Playing</b>	<b>Discussion</b>
	<b>Panel</b>	<b>Experiential</b>		

Body of Knowledge:	<b>Basic</b>	<b>Intermediate</b>	<b>Advanced</b>	<b>All Levels</b>
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Measurable learning objective/s: "Upon completion of this session, the participant will be able to..."

\_\_\_\_\_

\_\_\_\_\_

Potential audience: \_\_\_\_\_

Length of presentation:	<b>1 Hour</b>	<b>1.5 Hours</b>	<b>2 Hours</b>	<b>(1.5 recommended)</b>
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Audio Visual Requirement (we are unable to provide projectors): \_\_\_\_\_

Room Set Up Preference: \_\_\_\_\_

Requested Honorarium: \_\_\_\_\_

***Please include a biography or resume with submission.***

**If recommending a speaker other than yourself:**

Explain your reason and when/where you heard this presenter \_\_\_\_\_

Submitted by: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Submit proposal no later than April 15th**