CALL FOR BREAKOUT SESSION PRESENTERS & ROUND TABLE DISCUSSION LEADERS

Submit your proposal by Friday, February 16, 2018. Presenters will be selected and notified no later than March 26, 2018. Selected volunteer presenters will be included in conference promotions.

Submission timeline:
- December 1, 2017 – RFP opens for submissions
- February 16, 2018 – Deadline for program submissions
- March 26, 2018 – All presenters notified of acceptance
- April 9, 2018 – Presenters confirm acceptance
- June 25, 2018 – All handouts due to ACSN

Questions? Email Leslie Marmor at mailto:leslie.marmor@miamiOH.edu.

ROUND TABLE DISCUSSION LEADERS

Want to lead a round table discussion? Attendees will spend 35 minutes at 2 different tables during the roundtable session – so you will lead 2 discussions on the same topic back-to-back.

Individual roundtable presentations typically include a short presentation (5-10 minutes), followed by discussion and questions from table participants. Roundtable presenters should bring targeted questions to pose to others at the table in order to learn from and with those attending. Roundtables are an ideal format for networking and in-depth discussion on a particular topic. Discussion topic leaders are expected to have experience and a strong interest in the topic they lead.

The four topic areas for round table discussions are:
1. **Audience:** new grads, veterans, moms returning to work, second act careers, LGBTQ, people with disabilities, international workers, and other nontraditional alumni, etc.
2. **Technology:** social media, mentoring platforms, networking platforms, online assessments, webinar platforms, online resume reviews, etc.
3. **Programs:** career change weekends, alumni networking events, reunion career workshops, student & alumni networking, mentoring programs, etc.
4. **Best Practices:** resumes, marketing, webinars, just starting a program, tracking, metrics, career assessments, etc.

BREAKOUT SESSION PRESENTERS

Want to be a breakout session presenter? There will be 3 concurrent sessions running at each time slot (for a total of 9 breakout sessions). Sessions are 60 minutes long.

We encourage submissions that focus on the following topic areas:
- Using metrics in alumni career services
- Innovative programs
- Professional development (for alumni career services staff)
- Entrepreneurship
- The future of work
- Working with niche populations

FAQS FOR SUBMITTING A PROPOSAL

Will I get paid to present?
No, all presenters and discussion leaders are doing so on a volunteer basis.

Who typically attends this conference?
Career counselors, coaches, alumni relations professionals, and other specialists who work in colleges and universities and provide services to alumni.

How will proposals be evaluated?
Each program proposal will be evaluated on the degree to which it meets the following criteria:
1. Demonstrates "best practice(s)" in career development for alumni
2. Relevant and timely to conference topic areas
3. Overall appeal of program content
4. Well-articulated presentation of program content
5. Clear learning objectives for attendees.

What makes a good proposal?
Our conference attendees desire sessions that provide compelling content, such as:
- New or surprising topics that have an impact on the attendee's school or how they perform their job
- Ideas that challenge an existing belief or status
- Great basic content with a compelling new argument behind it
- Valuable time-saving tactics or takeaways
- Ideas that can be implemented immediately
- Practical knowledge and solution-based tools and approaches that can improve the delivery of alumni career services
- Hearing your story and how they can translate it to their office
- Sessions that educate or inform them about something new – please do not submit a proposal that is focused on marketing a product that you sell