



Request for Proposals to Present

Due Friday, March 17, 2017

Call for Proposals

to present at the Council for Professional Recognition's

2017 Early Educators Leadership Conference

October 11-14, 2017

Rosen Plaza Hotel, Orlando, Florida

The Early Educators Leadership Conference (EELC) is an opportunity for decision makers and stakeholders in early care and education to gain knowledge, learn new skills, and network with colleagues to advance the early childhood education field. The Council's conference theme – ***Elevating the Voice of the Early Educator*** – will focus on discussing relevant, critical, thought-provoking topics in our ever-changing field. EELC includes six workshops across three concurrent sessions, an opening keynote, a dynamic leadership forum, and a town hall meeting on the first day, followed by three workshops and a Council Chat session on the second day. The conference will be held October 11-14, 2017 at the Rosen Plaza Hotel in Orlando. We expect over 200 participants.

The EELC is a national event that brings together early care and education leaders to develop a broader vision to advance and unify the early childhood education workforce. The desired outcomes are to:

1. Strengthen participants' leadership skills and capacity to support the professional development of the early care and education workforce; and,
2. Promote career advancement and professional development in early care and education to sustain and improve the delivery of highly effective early childhood educators.

REQUEST FOR PROPOSALS

The Council's Early Educators Leadership Conference is seeking workshop proposals that address many strategies, facets, and supports to advance the professional development of leaders in the ECE field. Workshop presentations should not exceed 90 minutes. Attendance for each workshop is capped at 60-65 participants.

RFP CONFERENCE TRACKS

Conference presentations will be scheduled on the following dates and times:

Thursday, October 12, 2017: 11:30am – 1:00pm

Thursday, October 12, 2017: 2:30pm – 4:00pm

Friday, October 13, 2017: 11:00am – 12:30pm

All workshop presentations should relate to one of the three track topics below. All styles of presentations should be visual, engaging and encourage interaction and dialogue between presenters and conference participants.

Track I: Powerful Stories, Compelling Communications

Early childhood educators have a powerful story to tell policymakers, parents, providers and program managers. Develop the skills you need to create effective written and visual content that emotionally connects audiences to your position, creates empathy for your concerns, and builds support from your stakeholders.

Learn how to:

- Deliver a strong “take-away message” your audience will remember and share.
- Maximize the impact and reach of messages using traditional and digital media channels.

Track II: Go Global with Cross-Cultural Competencies

Nowadays – using free and affordable technologies – early educators can expand their sphere of influence, offer programs from almost any part of the world, and provide mutually beneficial cross-cultural experiences.

Learn about:

- Technology options and innovative tools that make global collaboration possible.
- Proven ideas on how to promote international diversity, bridge geographic distances and manage national and international projects or programs.

Track III: Building Effective Teams

If you take the word “team” out of “teamwork,” then you’re left with “work” ...a lot of it! That’s one reason why organizations and groups need to build effective teams. This track focuses on winning strategies that can be used to assemble teams built on trust and shared values to achieve results.

Learn how to:

- Create strong working groups that share a sense of purpose
- Utilize engagement strategies to motivate and inspire teams to higher levels of productivity.

Below are the requirements for submitting a proposal to present; you can also submit one or more proposals.

1. Complete the attached RFP form, including the session and presenter information.
2. Save the file as a PDF document.
3. Email your submission to Adriane Alfred at adrianea@cdacouncil.org no later than **Friday, March 17, 2017.**

PROPOSAL ACCEPTANCE

Presenters will be notified of acceptance by Friday, April 20, 2017. In appreciation of presenter contributions to the conference, all presenters will receive a free one-day registration to the Early Educators Leadership Conference for the day of their presentation, which includes breakfast, lunch, networking and attendance to other sessions.

Presenters will be able to register at a special rate of \$275 to attend the entire conference. All presenters will be responsible to make their own travel and hotel arrangements. Visit our website at www.cdacouncil.org/eelc2017 for conference registration information.

QUESTIONS

We are happy to provide you with additional details and/or to discuss the conference further. Please contact Adriane Alfred at adrianea@cdacouncil.org or 202-246-5749 with any questions.

Thank you for your consideration and we look forward to hearing from you.

Sincerely,



Valora Washington, Ph.D., CAE

CEO

Council for Professional Recognition

Early Educators Leadership Conference
PROPOSAL FORM

Tracks

Select one track that best describes the focus of your session proposal.

Track I: Powerful Stories, Compelling Communications

Track II: Go Global with Cross-Cultural Competencies

Track III: Building Effective Teams

MAIN PRESENTER INFORMATION	CO-PRESENTER INFORMATION
Name:	Name:
Title:	Title:
Organization:	Organization:
Address:	Address:
Address:	Address:
City:	City:
State: Zip:	State: Zip:
Contact Phone:	Contact Phone:
Email:	Email:
Employer:	Employer:
Position:	Position:

**Please list additional co-presenters on a separate page. No more than 4 presenters per workshop.*

Proposal Submission Criteria

1. Title *(No more than 15 words)*

2. Session Description: Write a three-sentence description that details what the session will cover and what attendees can expect to learn from attending it. This description will be used for the conference program and should address the objectives, content, and ways participants may use the information. *(Not to exceed 100 words)*

3. Learning Outcomes: Briefly describe 3 outcomes for your session. Learning outcomes must be clear, specific, concise, and measurable. List the learning outcomes that describe what participants will learn, be able to do, and how they might apply the knowledge as a result of attending the session. *(Not to exceed 100 words)*

4. Audience Engagement: Describe your strategies to engage the audience during the presentation (activities, group work, etc.) *(Not to exceed 100 words)*

5. Presenter(s) Expertise: What education, and/or experience do you have that qualifies you to conduct a session on this topic? *(Not to exceed 500 words)*

Room Set-Up

Each room will be equipped with a LCD projector, a screen, flip chart, markers, and free access to Wi-Fi. Each room will also have a head table with room for up to 4 presenters. Presenters must provide their own laptop for presentation purposes.