**CALL FOR SPEAKERS**

The Association for Talent Development (ATD) West Virginia Chapter is hosting its annual conference for workplace learning and performance professionals on November 7th, 2019, at The University of Charleston. ­­­­­­­­Our goal is to deliver engaging, research-based, actionable programming to our ATD West Virginia members and friends. The theme of the conference, **“Grow Together: Coaching as a Roadmap to Success”** will focus on tools and strategies for coaching others. Are you an expert in this area? If so, we want to hear from you! We are interested in selecting speakers who share our commitment to providing the training and development community with unique experiences and real-time information that matters.

**Format**

* Presentations will be 50 minutes long
* You will have access to a projector and flip chart if desired
* Interactive presentations which involve the audience in hands-on activities, discussions, and/or exercises are encouraged

**What’s in it for you?**

* As a presenter, you will reach workplace learning professionals from multiple organizations
* Your conference registration fee will be waived
* A letter of in-kind service can be provided for tax purposes

**Selection criteria:**

* Is the workshop appropriate for the target audience?
* Is the content relevant to current talent development priorities, issues, and trends?
* Will the workshop actively engage participants through a variety of approaches (i.e. hands-on learning and interactivity between the presenter and audience as well as among small groups of audience members)?
* Does the workshop support the conference theme?
* Will the workshop content and materials provide participants with new methods, practices, or creative and innovative ideas for their coaching efforts?
* Does the workshop abstract and description align with the workshop outcomes?

**Important dates:**

* Presenter applications due: **September 30, 2019**

Please complete all fields thoroughly and accurately. The information you provide will appear in conference publications. Questions and all submissions may be directed to atdwvpresident@gmail.com.

| ATD WV Speaker Application |
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| Applicant Information |
| Name:       |
| Company:       | Phone:       |
| Email address:       |
| Previous Presentation Experience:       |
|  |
| Session working title |
| **Please list the title for your session:**  |
| Content/Session Description |
| Provide a 4-8 sentence Content/Session Description that highlights the session's Learning Objectives. If your proposal is selected, this text will form the basis for what appears in the conference Participant Guide. Ensure the Content/Session Description clearly identifies what the participant will learn in your session. West Virginia ATD develops and distributes promotional materials related to the conference and may edit your submitted copy as needed. |
| **Content description:**  |
| Tool(s)/Take-Away(s) |
| Provide a description of the Tool(s)/Take-Away(s) session participants will receive during your session. Session Facilitators may be asked to submit a draft or sample of the Tool(s)/Take-Away(s) they intend to provide session participants. |
| **Tool(s)/Take-Away(s):**  |
| Subject Matter Expertise |
| Provide a description of the level of Subject Matter Expertise the Facilitator(s) possess in the Content/Session topic. |
| **Subject Matter Expertise:**  |
| Facilitation Style/Technique(s) |
| Provide a description of the exercises/activities you will use to make your session interactive. |
| **Facilitation Style/Technique(s):**  |