

CALL FOR PROPOSALS

Deadline: January 15, 2009

ENGAGE. CHALLENGE. INSPIRE. 2009, *Empowering our Nation through Health Education* is a national conference offering interactive training for those in all areas of health education. Participants will learn about current research and legislation pertaining to health education, develop skills for translating research into timely, measurable programs, and share resources and continue to develop teaching skills. The conference goal is to provide an open forum for best practices sharing for health education program development, delivery, and evaluation. Continuing Education Units will be offered for CHES.

This year's event is co-hosted by four prominent health education providers and advocates within the state: Clarion University Health Science Education Center, Lankenau Hospital Health Education Center, Susan P. Byrnes Health Education Center, and the Weller Health Education Center.

ENGAGE. CHALLENGE. INSPIRE. 2009 **Harrisburg, PA** **June 14-17, 2009**

Engage. Challenge. Inspire 2009 is a joint conference of the American Association for Health Education (AAHE) and the National Association of Health Education Centers (NAHEC).

CONFERENCE FOCUS

The conference theme is ***Empowering our Nation through Health Education***. Presentations focused on program evaluation, legislative leadership, teaching skills, resource sharing and keys to effective outreach programs will be given highest consideration. Consider co-presenting with an organization with whom you collaborate. Share your best practices, the process and outcomes!

CONFERENCE ATTENDEES/ AUDIENCE

Attendees are a highly targeted audience of health education professionals including health education students and professionals, health education program directors and other key staff from health education centers, children's museums, science museums, universities, health departments, worksite wellness departments and K-12 school districts. Attendance ranges from 150-200.

CONFERENCE LOCATION

The conference accommodations and meeting space are at the Crowne Plaza, Harrisburg, located at 23 S Second St, Harrisburg, PA 17101. The hotel can be reached at (888) 444-0401. Accommodations in the conference room block are available until May 19, 2009 under "Engage. Challenge. Inspire."

PRESENTATION TRACKS

We are enthusiastic to build a strong base of speakers to present in the following tracks:

- Teaching Skills
- Program Development, Implementation and Evaluation
- Outreach programming
- Research to Programs
- Advocacy / Legislative Acumen
- Administration (*PR/ Marketing, Fund Development, Executive*)

PRESENTATION FORMATS

The following are the four presentation formats from which to choose. You may choose between a single (55 minutes) or double session (105 minutes).

Presentation

Presentation by 1 to 2 facilitators on a topic, open the floor to participants and summarize main points.

- Presenters must be experienced in facilitating and should bring expertise to the topic area.
- Handouts are encouraged.

Roundtable Discussion

Roundtable discussion will take place in one room at a set time. Facilitators will host a table and lead an informal discussion on a specific topic within a discipline area.

- Handouts are encouraged.

Commercial/ Promotional Education session

Presentation by 1 to 2 facilitators with opportunity to promote and sell product to attendees during session.

- Product may only be sold/ promoted during determined session timeframe.

Poster Session

Poster Sessions will take place in the same area as the exhibit hall. Morning and afternoon breaks, as well as the Welcome Reception, will be held in this area to attract attendees to the posters. Materials such as photos, diagrams, charts, data, and narrative text on a large poster board can be displayed on the provided table. Facilitator/s will have the opportunity to discuss project as attendees come through the area.

- Facilitator/s must be present to show poster and answer questions during specified poster session time slots.

PRE-CONFERENCE WORKSHOPS

In addition to the presentation structures noted above, we host 2-3 pre-conference workshops each year, offering an opportunity for in-depth training on a program. If you feel your program would be better suited as a pre-conference workshop, please submit for this type of session.

AUDIO VISUAL NEEDS

A podium, microphone, screen, LCD projector, and internet access will be provided for presentations. Presenters will need to bring their own laptop.

PROPOSAL CRITERIA

Submitted proposals will be reviewed by the Conference Advisory Committee. Reviewers will take the following criteria into consideration in determining acceptances of sessions.

1. Relevance of session proposal to *conference theme* and *audience*
2. Timeliness of the session topic to the field
3. Diversity of presentation topics
4. Demonstration of innovative approach

Please direct questions to 414-390-2187 or via email to nahec@nahec.org

PROPOSAL FORMAT

Please follow the guidelines for accurate and complete submission of your proposal.

1. Proposal Form: Submit one copy with all items completed and proofread for publication in conference programs. Please submit only one-sided copies of all materials.
2. E-mail Address: The main contact MUST supply a current email address on the proposal form. Notifications will only be sent to the main contact. The main contact, if other than the actual presenter, is responsible for disseminating all logistical and other information to session presenters.
3. Presenter Limits: In order to ensure a variety of perspectives, presenters may participate in a maximum of TWO SESSIONS. Presenters, as a condition of acceptance, must be available any day during the conference.

PRESENTER REGISTRATION

Speakers do not receive honoraria, complimentary registrations or paid expenses to present; however, a discounted speaker rate, as well as a one day registration option is available. The 2009 Speaker Registration includes entrance to all conference programs, plenary sessions and conference-planned meals. Early Bird Speaker Registration, valid for registration between February 1 and April 30, is \$225.00. Advance Speaker Registration, valid from May 1 to June 13, is \$255.00. The Speaker Only rate is \$130. This rate is available to those whose proposals are accepted but who are unable to participate in any conference programs aside from their own commitment to present.

SUBMITTING YOUR PROPOSAL.

Please complete the Proposal Form and submit by January 15, 2009. Please submit the completed form **by mail to**: Engage. Challenge. Inspire. 2009 Conference Coordinator, 1533 N RiverCenter Drive, Milwaukee, WI 53212 or **by fax to**: (414) 390-2199.

Please direct questions to 414-390-2187 or via email to nahec@nahec.org

PROPOSAL FORM

Deadline: January 15, 2009

Proposals must be submitted by January 15, 2009. Questions may be directed to 414.390-2187 or nahec@nahec.org.

I) CONTACT INFORMATION

Please list *all relevant contacts* for this proposal, including presenters. Be sure to denote if the contact is the main contact and/or presenter. **Note, the main contact is the person to whom all communication will be sent.**

A. CONTACT

Main Contact

Presenter

_____ First Name	_____ Last Name
_____ Title	_____ Institution
_____ Credentials	
_____ Street	_____ City
_____ State/Province	_____ Postal Code
_____ Phone	_____ Fax
_____ Email	

B. CONTACT

_____ First Name	_____ Last Name
_____ Title	_____ Institution
_____ Credentials	
_____ Street	_____ City
_____ State/Province	_____ Postal Code
_____ Phone	_____ Fax
_____ Email	

Please direct questions to 414-390-2187 or via email to nahec@nahec.org

C. CONTACT

_____ First Name	_____ Last Name
_____ Title	_____ Institution
_____ Credentials	
_____ Street	_____ City
_____ State/Province	_____ Postal Code
_____ Phone	_____ Fax
_____ Email	

II) PRESENTATION INFORMATION

A. SESSION TITLE Please list how you would like to see it appear in print. (15 word max.)

B. SHORT DESCRIPTION: Please provide a short promotional description as you would like to see it appear in print in the Conference Book. (50 word maximum)

C. DETAILED DESCRIPTION Please provide a more detailed session description to help the committee in the presentation assessment process. This description must include 1-3 learning objectives. (250 word maximum)

D. KEY ISSUES: What are the key issues addressed by your session, and why are they important?

Please direct questions to 414-390-2187 or via email to nahec@nahec.org

E. TRACK Please check all that apply.

- | | |
|---|--|
| <input type="checkbox"/> Teaching Skills | <input type="checkbox"/> Research to Programs |
| <input type="checkbox"/> Program Development, Implementation & Evaluation | <input type="checkbox"/> Advocacy / Legislative Acumen |
| <input type="checkbox"/> Outreach programming | <input type="checkbox"/> Administration |

F. FORMAT Please identify the format style in which you wish to present.

- | | |
|---|---|
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Round Table Discussion |
| <input type="checkbox"/> Commercial/ Promotional Session* | <input type="checkbox"/> Poster Session |

*Please see [Promotional Opportunities](#).

G. TIME ALLOTMENT Please identify the time allotment you feel is necessary for your presentation.

- | | |
|--|---|
| <input type="checkbox"/> Single Session (55 minutes) | <input type="checkbox"/> Double Session (105 minutes) |
|--|---|

H. PRE-CONFERENCE WORKSHOP

- Please consider this proposal for a pre-conference workshop.

III) AUTHORIZATION

By signing this form I confirm that this information is correct to the best of my knowledge. I fully understand my responsibilities if this proposal should be accepted and agree to all terms.

Print Name

Signature

Date

Please submit completed form by mail to: Engage. Challenge. Inspire. 2009 Conference Coordinator, 1533 N RiverCenter Drive, Milwaukee, WI 53212 or by fax to: (414) 390-2199.