



Midwest/North Central Organization for Human Services

2007 Regional Conference Call for Proposals

CONFERENCE DATES: MARCH 29, 30, & 31, 2007

CONFERENCE LOCATION: BEST WESTERN MIDWAY, DUBUQUE, IOWA

CONFERENCE THEME: *OUTSIDE-IN* *INSIDE-OUT*: THRIVING IN HUMAN SERVICES

Students, practitioners, and instructors are invited to consider thoughtfully our work and our lives in Human Services from the “outside-in inside-out.” As professionals, what can we do structurally (*outside*) to promote possibilities and well-being rather than barriers and dysfunction for the people with whom we serve and work? And, what can we do to foster our own health and well-being (*inside*)? Join us to explore how working from the outside-in and the inside-out allows our clients, communities, colleagues, and all of us to thrive!

Outside-in proposals can address models of prevention and intervention that emphasize strengths-based approaches, empowerment perspectives, solution-focused practices, and systems change. **Inside-out** proposals can focus on the well-being of the human services professional. **Outside-in Inside-out** proposals can include strategies to meet the demands of our work and the needs of our clients, while staying alive and vibrant as human beings.

PROPOSAL SUBMISSION FORM

GENERAL SUBMISSION INFORMATION

- Proposals are due on **January 29, 2007** by **email**.
- Proposals should be emailed as attachments and Microsoft Word is preferred.
- Proposals are reviewed by the MWNCOHS Conference Proposal Review Committee consisting of volunteer regional members.
- All proposals will be blind-reviewed. Do not write anything in your proposal that would identify yourself or your workplace. Contact information should be noted on a separate page per instructions in #10 below.
- Proposers are limited to no more than two proposals.
- Notification of acceptance will be made by **February 26, 2007**.

- Students are highly encouraged to submit individual or group proposals. Please see student-focused proposal submission guidelines on p. 4 of this document.

- **Please note** - All presenters must pay the usual registration fee and all normal associated costs for attendance such as travel, lodging, and meals. All presenters listed on the on-site conference program must be in attendance. All presentations should match the descriptions in the on-site conference program per instructions in #2 below.
- Submit proposals to: Linda Wark at warkl@ipfw.edu.
Or contact her with questions at: 260/481-6083

PROPOSAL SUBMISSION OUTLINE

Please use the following outline for your proposal, numbering each section with the heading as shown below. You may type on a separate document or you can type in this form.

Please write the abstract using the future verb tense (e.g., This workshop will...). Please do not use pronouns. (e.g., do not say, "We will tell you about...")

1. Title

Limit the title to **60 characters**, including spaces and punctuation. The title should convey the focus of the presentation.

2. Proposal Summary

This summary is a condensed version/abstract of the proposal. Please limit your summary to **60 words** or less. If your proposal is selected, this summary will be used in the conference program.

3. Preferred Presentation Format

Check one of the choices below to indicate your preferred session format.

75 Minute Workshop (includes 15 minute Q & A)

Please check to indicate your willingness to share your presentation twice (in two different time slots)

- OR -

Poster Session (4' X 4' visual presentation of **completed** research for professionals or research in progress for students, teaching approaches or practice strategies in the profession of human services).

4. Target Audience

a) Check one **or more** of the categories below that describes your intended target audience:

Entry Level (Assumes that the attendee has little or no experience with the topic)

Intermediate Level (Assumes that the attendee has some experience with the topic and that the presentation will add to basic knowledge)

Advanced Level (Assumes that attendee is an established, seasoned professional)

4. Check one **or more** of the categories below that describes your **intended target audience**:

- b) Students Practitioners Educators

5. **Presentation Style (not required for poster sessions)**

- Lecture (primarily didactic with little audience participation)
 Experiential (primarily experiential exercises and/or small group discussions)
 Combination (both didactic and experiential)

6. **Presentation Outline**

This information will help the reviewers assess whether your plan for the presentation is realistic and achievable.

- Detail your plan in an outline. Include how you plan to allocate the time to cover all aspects of your proposal.
- Address how experiential activities, handouts, audiovisuals, etc. will be used in this session.
- For poster sessions, detail the information that will be on your poster in outline form.

7. **Learning Objectives**

List **3 to 5** learning objectives (i.e., what participants will know or be able to do after attending this session). Please use this stem: *Participants will* _____ (and complete the sentence.)

Limit each objective to 150 characters including spaces and punctuation.

8. **Presenter Experience**

Please describe your and your co-presenter's expertise in this topic area and experience with teaching the proposed material (e.g., previous evaluations, related publications, etc.).

Please do not include information that might reveal the identities of the presenters. For example, don't name your workplace or university; don't refer to specific titles of published works; and, of course, don't use your name. **Do not paste in CVs or Resumes.**

9. **Audio-Visual Needs**

Please limit your request to two (2) pieces of equipment.

- VHS player/monitor DVD player/monitor LCD projector
 flipchart transparency projector

10. **Presenter Contact Information**

Please provide your contact information on the separate page provided (page 5).

STUDENT PROPOSAL SUBMISSION GUIDELINES

The professional development of students is the focus of the six regional organizations under the umbrella of the National Organization for Human Services. The regional conferences provide students with an opportunity to attend a professional conference, to present their work, and to network with other Human Services students, instructors, and practitioners.

Students are strongly encouraged to submit individual or group presentation proposals. Individual proposals follow the same guidelines outlined on pp. 2 & 3 of this document. An individual proposal means that one or more presenters share information on a specific topic. A group presentation is 3–4 presenters giving individual presentations (15–20 minutes in length) on different topics relevant to the conference theme, **Outside In↔Inside Out**.

Draw on ideas for your presentation(s) from experiences you have had in your field placement/internship/practicum experiences, your work experiences in human services agencies, or projects that you have undertaken in and out of the classroom that relate to the conference theme.

Another opportunity for showcasing your hard work and accomplishments is to create a poster presentation of a project, student activity, and/or topic of interest that is consistent with the conference theme. Some examples: a display of an innovative service project, a unique assignment/project, or a pictorial essay of a meaningful learning experience. Think beyond the 4x4 poster – share your electronic portfolio (be sure to bring a laptop, battery, and charger), project artifacts (a grant proposal, resource guide, marketing plan, video, etc.) The conference organizers know that you're doing some amazing work, so don't keep it to yourself!

The poster may be an individual or group effort – perhaps a student organization wants to show off their accomplishments, or a class presents an assignment that defined what human services is all about.

PLEASE NOTE: Students are required to submit a proposal that will be reviewed by the MWNCOHS Conference Proposal Review Committee (pp. 2 & 3).

Your poster should meet the following criteria:

1. Must be free-standing. You must supply your own easel, display board, or other means of support.
2. Poster should be (approximately) the size of 2 pieces of poster board (2' x 3') or (2' x 4').
3. Written information (labels, descriptions, etc.) must be typed. Any written information or illustrations should be easily viewed at a distance of 4 feet. (Font size 20 or above is recommended)
4. Poster should look professional – it must be neat, presentable, with correct spelling, punctuation, grammar, etc. with effective use of color, graphics, and text.
5. Be sure to identify who you are, the college you represent, and title your poster.
6. Be creative! Let your enthusiasm shine through!

PRESENTER CONTACT INFORMATION

Presenter 1 (Presenter 1 should be the person who is willing to be the contact person for the group. Information will only be sent to Presenter 1 who will be responsible for distribution to any co-presenters.)

Name _____

Title (if applicable) _____

License or Certifications (if any) _____

Organization or University/College _____

Street Address _____

Work Phone _____ alternate _____

Email _____ FAX _____

Presenter 2

Name _____

Title (if applicable) _____

License or Certifications (if any) _____

Organization or University/College _____

Street Address _____

Work Phone _____ alternate _____

Email _____ FAX _____

Presenter 3

Name _____

Title (if applicable) _____

License or Certifications (if any) _____

Organization or University/College _____

Street Address _____

Work Phone _____ alternate _____

Email _____ FAX _____