

2018 IPMA-HR Eastern Region 90th Annual Training Forum

June 17, 2018 through June 20, 2018

CALL FOR PRESENTERS

PROPOSAL DUE DATE – NOVEMBER 3, 2017

Hello! We invite you to submit your proposal to speak at our 2018 forum through the link at the end of this document.

Theme:

The Theme for the 2018 IPMA-HR Eastern Region Training Forum is:

Harboring Our Inner Strength, Enhancing Our HR Toolkit

The theme was carefully selected to honor our tradition of reflecting both the location of this year's conference, Baltimore's Inner Harbor, and our organization's ability to continue to learn and to grow our strengths and our abilities so that we may be a light and a resource for those whom we serve. The list of possible topics, below, is not-all inclusive, so feel free to add your own with our theme in mind. In general, we are interested in the intersection of the human side of HR with the technological side, leading with our strengths, current laws and best practices, being a strategic partner and utilizing predictive analytics in a meaningful way, employee wellness, employee engagement... the list goes on! Please review the list at the end of this document as you consider how you might provide your expertise to help us be a beacon in our field for years to come.

Background:

The Eastern Region of the International Public Management Association for Human Resources (IPMA-HR) is currently accepting proposals for the **2018 Training and Development Forum**. The Forum strives to promote sound practices of Public Sector Human Resources management, attracting HR professionals from federal, state and local governments who have a desire to excel in their profession and find solutions for the unique challenges of public sector employment today. We invite you to submit a proposal to share your expertise and experience with your colleagues in human resources. Please join us from **June 17 - 20, 2018** at the **Baltimore Marriott Inner Harbor Hotel** at Camden Yards, Baltimore, Maryland.

Chapters within the Eastern Region IPMA-HR:

The Eastern Region IPMA-HR Training Forum offers an outstanding program which draws HR professionals from across the eastern United States, including the states of Connecticut, Maryland, Massachusetts, New Jersey, New York, Rhode Island, West Virginia and the District of Columbia. The States of Maine and Pennsylvania are in the chapter development stage, and we will welcome representatives from those two states as well.

If you have any questions about the Training Forum and the Exhibitor/Sponsor opportunities available, please do not hesitate to contact the 2018 Program Committee Co-chairs, Sandy Loether or Ellen Mantel at 2018ipmahrproposals@gmail.com.

Proposals:

The Eastern Region IPMA-HR seeks experienced presenters with proven speaking ability. Those with a track record of speaking and performing well at large training forums and events will be given preference. We strive to offer a balanced program of educational sessions by selecting proposals which best fit within the framework and theme of our program. The goal is to provide forum participants with real-world insights, techniques and methodologies of Human Resource Management.

Requirements:

We welcome proposals that are:

- **New** – A presentation that has not yet been presented at an Eastern Region IPMA-HR Training Forum
- **Unique** – and Innovative, something that may not be available through other mediums, or something not seen before
- **Compelling** – Interesting and factual, presented in a dynamic manner
- **Applicable** – Pragmatic solutions that may be applied by public sector HR practitioners

Except for the ***Exclusive Speaker Opportunity Option*** (below), all presentations are to conform to IPMA-HR Eastern Region guidelines, utilizing the IPMA-HR Eastern Region template for power point presentations. Presentations at the Eastern Region IPMA-HR forum are not to promote the products or services of any organization (authors excluded).

Exclusive Speaker Opportunity Option - \$1,000*

- Available Exclusively to Gold and Platinum Forum Exhibitors
 - 45 to 60-minute Concurrent Session on Topic of Choice
 - The perfect opportunity to showcase the practical applications of your products and services
 - Limited - Only three opportunities available at the 2018 Training Forum
 - Your organization provides the Program Title; Description; and Speaker (speaker bio and photo required)
 - Contact Mark Van Bruggen, Exhibitor/Sponsor Chair (609-292-8452; mark.vanbruggen@csc.nj.gov)
- *two opportunities*

Proof of Past Performance:

The Eastern Region IPMA-HR strives to offer a balanced program of educational sessions and experienced speakers. We recommend submission of proof of past performance. The preferred forms of proof include a CD/DVD of the presenter or evaluations from the program the speaker previously presented. We would also appreciate a link to your web page. Letters of recommendation (including contact information) are also accepted. Marketing brochures, books and articles do not qualify as proof of performance.

Proof of performance can be submitted electronically with the speaker's application or sent under separate cover to:

Ellen Mantel or Sandy Loether
IPMA-HR ER 2018 Program Chairpersons
2018ipmahrproposals@gmail.com

PLEASE NOTE: The IPMA-HR Eastern Region is unable to return submitted proof of performance materials.

Evaluation & Selection:

The Program Evaluation Team will review all proposals which are complete, meet the criteria outlined above, and are received ***no later than November 3, 2017***. The Training Forum Program Committee will select the finalists. All applicants will receive a response.

Expectations:

The Eastern Region IPMA-HR expects all presenters to:

- Meet all deadlines
- Retain the session content and audio/visual needs as originally submitted
- Not change the identity or number of presenters without permission from the Program Committee
- Provide high-quality handouts by the date and in the format requested; handouts should be forwarded in electronic format for inclusion on the Training Forum materials medium (e.g. zip drive, CD, app, and/or website)
- Honor the Region's commitment to provide education by not showcasing or promoting the speaker's practice, services or products
- Respect the Eastern Region, IPMA-HR as the sponsoring organization with either positive or neutral comments from the platform; and
- Check with your Ethics Office if you are a public-sector employee to ensure no conflicts of interest
- Provide a short biography and photograph

In Return, the Eastern Region IPMA-HR will provide you with:

- One complimentary registration to the Training Forum for the day of your presentation and the Training Forum food and beverage offered before 5:00 PM that day
- Professional exposure to the HR professionals from the Eastern Region of IPMA-HR
- Information about you, your organization, and your program including a photograph, in the Training Forum program materials and on the training forum website
- A point of contact from the Program Committee to personally assist you with any questions or concerns you may have before, during, and after the forum
- Your evaluation scores after the Training Forum closes
- A list of Training Forum attendees

About the proposal submission:

E-mail submissions are to provide the following information about the proposed presentation (additional sheets may be included):

- **Title and Summary of Session:**

In 200 words or less, provide a summary of the content. If you are selected to present, the description submitted may be used in promotional materials including the IPMA-HR Eastern Region website (www.ipma-er.org). Please note: The Eastern Region IPMA-HR reserves the right to revise your title/description for program clarity.

- **Primary Learning Objective:**

Please provide a one-sentence primary learning objective of your presentation. Do not give bullet points, multiple objectives joined by semi-colons, or several sentences (EXAMPLE: This session will help participants prepare for the changes in the workplace by examining and discussing emerging issues in HR and their effect on day-to-day HR responsibilities).

- **Type of Presentation:**

From the options below, please select at least one description which most closely identifies the type of presentation you propose:

- 45 Minute to 1 Hour Concurrent/Break Out Session
- 2 Hour Presentation
- Keynote Presentation

- **Presenter:**

Please attach a head-shot photo of the presenter as well as a brief biography. The photo and bio of selected presenters will be used for Training Forum program and promotional materials. Receiving this material in advance will significantly reduce the time to organize Training Forum materials.

Submitting your proposal:

All submissions must be submitted online at <http://ipma-er.org/> **by close of business on November 3, 2017**. The status of all proposals will be acknowledged by December 30, 2017.

By submitting your proposal, you agree:

- To adhere to the stipulations as stated in this Call for Presenters
- To adhere to the deadline schedule as furnished by the Training Forum Program Committee
- To not use your presentation as a promotion of your business, practice or product

Suggested Topics:

HR 2020 Panel Discussion

Transformational HR v. Transactional HR

Federal Government: M-17-22 "Comprehensive Plan for Reforming the Federal Government and Reducing the Federal Civilian Workforce"

Latest Trends in Labor and Employment Law

Program Evaluation 101

Project Management

Business Acumen and Strategic Orientation

Workforce Analysis and Planning

Workforce Analytics

Use of Big Data for Analytics and Review

Scenario Planning

The Future Workforce

Work Processes, Efficiencies and Effectiveness

Enterprise Shared Services

Electronic Performance Evaluation Systems

Working in Teams

Diversity and Inclusion

Identifying and addressing Unconscious Bias

Engaging Millennials in the Workplace

Communication

Blurred Lines between home and work with technology and telecommuting

Technology and the Human Touch

Employee Engagement

Retirement Planning

Stay Interviews vs. Exit interviews

Dealing with Toxic Employees/People

Wellness, Caring for Others, Caring for Ourselves

Professional Growth & Development – Putting Self in a Good Light

Self-Awareness Emotional Intelligence

Mediating Interpersonal Conflict

Mindfulness
EAP and HR
Resilience
Addressing Mental Health Issues in the Workplace
The effective use of Social Media in the Workplace
Change Management
Stress Management
Doing More with Less

HR Toolkit
Performance Management
Leadership – Focusing on Strengths
Strength Strategies
Fostering Innovation
Leading Cultural Change
Organizational Restructuring & HR's Role
Perspectives on Leadership from University Faculty
Perspectives on Leadership from Area Sports Coaches

PLEASE PROCEED TO SUBMIT YOUR PROPOSAL TO:
<http://ipma-er.org/>

We look forward to hearing from you!

Please don't hesitate to contact us with questions!