



GCDA CONFERENCE PROPOSAL REQUEST

DATE: **Friday, March 15th 2019**

LOCATION: **Oglethorpe University, Atlanta, GA**

THEME: **Empowering Clients and Unlocking Potential: Proven Strategies in Career Counseling and Coaching**

Call for proposals opens: **Monday, November 12, 2018**

Deadline for submissions: **Friday, January 18, 2019**

Acceptance Notifications: **Monday, February 4, 2019**

Conference Audience:

The audience for the Georgia Career Development Association's conference includes private career development counselors and coaches, clinical mental health counselors and therapists, human resources personnel, social workers, corporate relations facilitators and trainers, and graduate students. Our community work in a variety of settings from institutes of higher education to private practice, state and federal agencies, as well as non- and for-profit organizations.

PRESENTATION PROPOSAL REQUIREMENTS

Please review the Call for Proposals Information thoroughly before submitting your proposal to ensure you and your presenters are in agreement with all requirements.

Email your submission AS A WORD DOCUMENT to Danielle Rubenstein, President-elect of GCDA, at Danielle.Rubenstein@emory.edu. Please put "GCDA speaker proposal" in the subject line and include the following:

1. Title of Presentation (100 characters or less)
2. Goals and Objectives— indicate clear, concise goals and objectives of the presentation (up to 100 words)
3. Program Description
 - a. Abstract (50-word summary to appear in the conference program)
Advertise Appropriately. Please be sure the content of your presentation matches this description specifically.
 - b. Summary of information, program, service, resource, technique, theory, or research to be presented (up to 250 words)
4. Presentation Chair Contact Information



- a. Name, title, institution/organization
 - b. Address, city, state, country, postal code
 - c. Phone, email
 - d. Education Level (masters or doctorate)
5. Additional Presenter(s) Information for program book printing purposes
- a. Name, title, institution/organization, email
 - b. Education Level (masters or doctorate)
6. Conference Topic Areas – Select as many topic areas as applicable.
- a. Innovative career development programs, research projects, and activities that address (and/or have been successfully implemented in a variety of settings with) *diverse populations*.
 - b. Collaborative, creative, and effective strategies for meeting the career development needs of persons across *generations*, including older workers, youth, and transitioning adults.
 - c. Effective techniques used to address *societal concerns* and *current issues*, including returning military, economically disadvantaged populations, and global audiences.
 - d. Innovative use of *career information* and *career resources* in service delivery and instruction.
 - e. Creative and effective uses of *technology* in delivering career assessments, guidance, occupational information, and related career development services.
 - f. Successful partnership ventures and collaborative efforts designed and implemented to deliver career development services and programs.
 - g. Creative and/or collaborative *applications* of theory, research, and practice.
 - h. Programs with a special tie to the state of Georgia.
7. Presentation Focus: Choose **one** of the descriptions for your sessions target audience.
- a. K-12 Career Counselors
 - c. Higher Education Career Center Counselors and Specialists
 - d. Career Counselors and Specialists in Business & Industry
 - e. Career Counselors and Specialists in Government and Public Agencies
 - f. Career Counselors and Specialists in Private Practice and Consulting
 - g. Career Counselors and Specialists Working with Special Populations such as Military/Veterans, Corrections, Special Needs, etc.
 - h. General Audience (applicable to all attendees)
 - i. Human Resources Professionals
8. Program Type – Indicate which program type you prefer.
- a. Presentation; 45-50 minutes



- b. Panel Discussion; 45-50 minutes
 - c. Roundtable; 45-50 minutes
 - d. Interactive Session; 45-50 minutes
9. Relevance to Theme: (up to 100 words)
10. A/V Equipment: List all A/V equipment requested. (A/V equipment is not available for roundtable sessions; Internet will be available) Please note: Conference management will not provide laptops.
11. Room Set Up:
- Boardroom Style
 - Round Tables
 - Chairs in a Circle
 - Other (provide details)

PRESENTATION RELEASES AND AGREEMENTS

The Presentation Chair must initial the following statement in the submission indicating your assent to its conditions:

- ✓ **I understand that my membership in GCDA must be current. (We also welcome NCDA members and other state members to present)**
- ✓ I understand that I will furnish handouts for each presentation for which I am selected.
- ✓ I understand and commit to present the program proposal for which I have submitted.
- ✓ I understand that if my presentation is accepted, I (or my co-presenter) must have a master's or doctorate degree in counseling or a related field in order for my presentation to be eligible for Continuing Education Units (optional)

I understand and adhere to all of the above and should I not adhere to any portion of this statement GCDA has the right to cancel my program immediately.

Deadline for Submission: Midnight EST on **Friday, January 18, 2019.**

Proposal Evaluation Process: Each program proposal will be evaluated on the degree to which they meet the following criteria:



1. Demonstrates “best practice(s)” in career development
2. Relevant and timely to conference topic areas
3. Overall appeal of program content
4. Well-articulated presentation of program content
5. Addresses conference topic areas (see above)

PROGRAM SELECTION PROCESS

The GCDA Conference Program Committee will review all proposals. Final decisions will be based on quality, intended audience, and relation to the conference theme. **The presentation chair will be notified via email of acceptance the proposal no later than by Monday, February 4, 2019.**

QUESTIONS AND CONCERNS:

Please contact Danielle Rubenstein at Danielle.Rubenstein@emory.edu or phone 404-409-2693 if you need more information or have questions.

Thank you for your contributions!