Iowa Community ACTION ASSOCIATION

2019 ICAA Conference ~ Call for Presenters

Overview

Iowa Community Action Association (ICAA) seeks workshop presenters for our annual training conference, July 17-18, 2019 in West Des Moines, IA. Based on our long history of tapping into our exceptional in-network experts, ICAA would like to secure a number of Iowa CAA professionals to provide training. We also welcome proposals from Community Action and other partners across our State, Region and National network.

We have four tracks this year and we are looking for at least four workshops for each track around the following areas:

Service Delivery Strategies - The Iowa network has interest in learning about effective service delivery strategies. Potential workshops may focus on a particular Community Action initiative (such as disaster assistance programs, housing services programs, early childhood/two-gen approaches, case management approaches, bundling services across the agency, utilizing volunteers, etc.). There is also interest in learning how agencies ensure customers have an exemplary experience with Community Action. We encourage proposals around how an agency implements high standard customer service strategies with the goal of enhancing customer experiences.

Community Engagement - Potential workshops could include general community engagement techniques that have been effective in securing partners, board members, donors, or volunteers, etc.; ideas on establishing unique partnerships that have helped an agency carry out its mission; conducting a comprehensive community needs assessment; how to use social media to communicate the causes and conditions of poverty and agency activities.

Organizational Leadership - Potential workshops could include training on organizational change; board recruitment and retention; strategic planning; and inspiring/engaging/developing emerging leaders.

Human Resources - Potential workshops could address effective staff on-boarding practices; how an agency cross-trains/orients all staff with the agency's wide array of programming.

Please complete the following questions with information about your proposal no later than January 28th. Please share with other staff or organizations that you would recommend as workshops presenters.

* 1. Please choose the conference track that *best* fits your proposal:

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* 2. Workshop Title:

[   ]

* 3. Workshop Description:

[   ]

* 4. Learning Objectives/Takeaways (please be concise):

Objective 1: [   ]

Objective 2: [   ]

Objective 3: [   ]

* 5. Intended Audience (check all that apply):

☐ Frontline Staff   ☐ Leadership Team (CFO, COO, etc.)

☐ Emerging Leaders   ☐ Executive Directors

☐ Program Managers   ☐ Board of Directors

☐ Human Resources Staff

☐ Other (please specify)

[   ]

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* 6. Ideal length for your proposed workshop:

○ 60 minutes

○ 75 minutes

○ Other (please specify)

[   ]

* 7. What elements does your workshop include? Check all that apply.

☐ Lecture   ☐ Small group discussion/activities

☐ Visual/Slides Presentation   ☐ Worksheets or excercises

☐ Discussion   ☐ Building a plan, policy, or other product within the workshop

☐ Other (please specify)

[   ]

* 8. Primary Presenter Contact Information:

Name	[ ]
Organization	[ ]
Job Title	[ ]
Address	[ ]
City/Town	[ ]
State/Province	[ ]
ZIP/Postal Code	[ ]
Email Address	[ ]
Phone Number	[ ]

* 9. Primary Presenter's Brief Biography (include any certifications such as CCAP, ROMA certification, CPA, etc.):

[   ]

* 10. How many total presenters (including Primary Presenter)?

○ 1

○ 2

○ 3

○ Other (please specify)

[   ]

11. If applicable, please provide the name, title, organization and email address of each of the co-presenters.

Presenter 2 Name   [   ]

Presenter 2 Title   [   ]

Presenter 2 Organization [   ]

Presenter 2 Email   [   ]

Presenter 3 Name   [   ]

Presenter 3 Title   [   ]

Presenter 3 Organization [   ]

Presenter 3 Email   [   ]

Other: [   ]

Thank you for submitting a workshop proposal. All submissions will be reviewed by ICAA and the Conference Planning Committee. Due to event space, a limited number of presentations will be selected. You will be contacted either way. If your proposal is selected for the 2019 ICAA Training Conference, a separate form asking about scheduling and A/V needs will be sent.

All selected presenters that are also attending the conference will receive a discounted conference registration rate.

If you have questions, please contact Tiffany Keimig, ICAA Director of Training and Technical Assistance, at tkeimig@iowacaa.org.