



2019 CCDA Fall Regional Conference: CALL FOR PROPOSALS

Conference Theme & Topic Areas

The California Career Development Association is now accepting proposals for the Spring 2019 conference (Friday, May 10, 2019), entitled: ***“Career Counseling Across the Generations: Building Bridges from Gen Z to Baby Boomers”***. We are seeking presenters who can provide attendees with information, resources, and strategies for working with clients of various generations. Some examples of topics we would like to cover are as follows:

1. Multigenerational Team Building: What are organizations doing to develop innovative practices and programs that promote teamwork among the generations?

2. Community Resources: Does your organization provide specialized services for a particular generation?

3. Breakout sessions with a focus on career counseling for any of the following: **Generation X, Y, Z and Millennials**

- * Useful counseling strategies
- * Effective assessment tools
- * Workplace preparation
- * Characteristics of
- * Unique strengths
- * Unique challenges
- * Job and career prospects
- * Recruiting and retaining these employees
- * Leadership styles
- * Views on meaningful employment
- * Employee engagement
- * Career development
- * How this generation impacts (and benefits) the workplace
- * Community resources
- * Student characteristics and strategies for educating

4. We are also seeking panelists! We are currently organizing a panel of professionals to speak on **Baby Boomers** within diverse and underserved populations (i.e. housing-insecure, justice-involved, undocumented, etc.). If you would like to join this panel, please email Anne-Marie Beck at beck.annemarie.career@gmail.com and specify the population you'd like to share on, as well as your particular experience and skill set.

If you would like to organize **your own panel** for a breakout session, we welcome that as well! Please fill out the google form with your proposal for a panel session.

Target Audience

All program material should be designed to provide an experience of learning and development to career counselors and career development practitioners and specialists. These professionals work in colleges, private practice, schools, business and industry, community services, workforce, corrections and One-Stop centers, agencies and government. They call themselves counselor educators, career center staff, coaches, career development facilitators (CDF's), rehabilitation counselors, consultants, transition specialists, managers, labor market and employment specialists, and school counselors and administrators.

Share Your Expertise, Submit Your Proposal!

Submission Instructions: Proposals must be submitted using the form in the online Google form:

https://docs.google.com/forms/d/e/1FAIpQLScT4QsRT9RNdxzoup4ZTvEb6oYzrYPHb3vldGzoeDhcvm4WPA/viewform?usp=sf_link

Proposal Deadline: Midnight PST on **Tuesday February 19th, 2019**. Submissions will not be reviewed past this time unless otherwise stated by CCDA on the website.

Proposal Selection Process: The CCDA Conference Program Committee will review all proposals. Final decisions will be based on quality, target audience, and relevance to the conference theme. Presenters will be notified via email of acceptance or rejection of the proposal by **March 1st**. If you do not receive an email notification of your proposal's acceptance or decline from CCDA by **March 1st**, please contact the Program Team Lead, Markell Morris at ccdaconnect@gmail.com.

Registration Deadline: A reduced rate for paid registration (\$35) for the CCDA Regional Conference is required of all presenters. Registration deadline for all presenters is **April 12, 2019**. Failure to register by the deadline may result in cancellation of your program.

Questions & Correspondence: All questions and correspondence regarding program proposals must be made via email to CCDA Program Team Lead at ccdaconnect@gmail.com.

Proposal Evaluation

Each program proposal will be evaluated on 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)

A/V Equipment

Presentation meeting rooms will be equipped with a podium or presenter table, LCD/data projector and screen, and electrical access for any additional equipment. Audiovisual equipment such as flip charts and audio patches are available upon request. Conference management will not provide computers, laptops, or any other type of computer equipment. Presenters must bring their own computer equipment or incur the cost individually. No A/V equipment will be available for roundtable sessions.

Internet Access

A limited number of presentation rooms will be equipped with Internet access.

Handouts

Presenters are responsible for providing a minimum of 50 handouts per session. Room capacity may

necessitate a higher quantity of handouts, and you will be notified in advance of the size of your presentation room. Please prepare handouts in advance of the conference, as on-site photocopying will not be available. *Please also provide an electronic version of your presentation, including PowerPoint/slides and handouts by **April 19, 2019** for Program Planning and for posting on the CCDA website.*

Completing the CFP

Proposals and presentations should reference relevant literature and career development publications as applicable. Please limit your submission to the allotted space or specific number of characters/words. Any additional verbiage will not be included for the reviewers. **Please review the Call for Proposals information thoroughly before submitting your proposal to insure you and your presenters are in agreement with all requirements.**

By submitting the application you are acknowledging agreement with the following terms:

I understand that I, and all other presenters participating in delivery of my program, must register for the CCDA Regional Conference and pay the appropriate conference fee(s) by **April 12, 2019**.

- I understand that I am responsible for bringing my own laptop and/or any special equipment other than provided A/V equipment as outlined above.
- I understand and commit to present the specified program content outlined in this proposal.
- I understand that I must furnish a minimum of 50 handouts for each presentation for which I am selected.
- Should my content include resources which are available for sale, I understand I cannot sell items during a presentation or on the premises except at exhibit booth space that I have purchased or been granted access to by CCDA.
- I understand that I am responsible for my own laptop, equipment and any personal items that I have brought with me to the conference and that CCDA or its host facility cannot be held liable for property damage or losses.
- I understand and adhere to all of the above, and should I not adhere to any portion of this statement CCDA has the right to cancel my program immediately.

Complete the Google form and submit application by Tuesday February 19th, 2019.

https://docs.google.com/forms/d/e/1FAIpQLScT4QsRT9RNdxzoup4ZTvEb6oYZrYPHb3vldGzoeDhcvm4WPA/viewform?usp=sf_link

CCDA thanks you for your program proposal!