



## Call for Presentations

### **Volunteer Administrators' Network Announces Call for Presentations for Professional Development Sessions**

#### **Purpose**

The Volunteer Administrators' Network (VAN), a professional membership organization, is committed to promoting volunteerism and excellence through quality professional development opportunities.

Each year, we offer our members and guests a rich variety of educational and skill-building sessions. The sessions are designed to strengthen the volunteer programs we lead and further develop our capacity as professionals to effectively support volunteer interest in our community.

Presentation topics should address issues relevant to the field of volunteerism, volunteer program management and the development of core competencies for the volunteer management professional. Past session topics include risk management, leadership, team development, communication skills, recruitment, screening and social networking to name a few.

Sessions are the third Thursday morning of each month. The sessions should be 45 to 60 minutes in length, including activities and Q/A from participants.

To submit a presentation proposal, please complete the attached CFP form and return it to: VAN Attn: Professional Development P.O. Box 16353 Columbus, Ohio 43216-6353

VAN offers a modest honorarium for session presenters at \$100.00 as well as a 1-year VAN membership. In lieu of the honorarium, a receipt can be provided for an in-kind donation of time. Please note that the honorarium will be evenly split if there is more than one presenter.

Acceptance Disclaimer: Due to the limited number of sessions available, VAN cannot accept all proposals submitted. In the event that your session is not selected, please consider resubmitting next year.

Contact: Emily Prieto at [Emily.Prieto@kindredhealthcare.com](mailto:Emily.Prieto@kindredhealthcare.com) or Rebecca Verhoff at [rverhoff@handsoncentralohio.org](mailto:rverhoff@handsoncentralohio.org) to submit your application or ask questions.



## Call for Presentations

### Presenter Information

Name \_\_\_\_\_

Organization/Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

**Brief bio** (provide below or attach a separate document)

**Presentation Title** \_\_\_\_\_

**Presentation Description** (provide below or attach a separate document):

**Intended Audience** (circle one):

**Introductory**—Assumes that participants are new to field of volunteer program management and/or the subject matter being presented

**Intermediate**— Assumes that participants have a general knowledge of the literature and professional practice within the subject matter covered.

**Advanced**—Assumes that participants have a thorough knowledge of the literature and professional practice within the subject matter covered.

**Instructional Method(s)**—check all that apply:



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- Lecture
- Discussion
- Video
- Other

**Presentation Length** (in minutes):

**Learning Objectives-** At the end of this session, participants will:

**Audio/Visual Equipment Needs** (please check all that apply):

- Laptop
- LCD Projector
- Screen
- Internet access
- Video/DVD Player
- Newsprint pads/markers
- Easels
- Other \_\_\_\_\_ (please note that some supplies/equipment may not be available to VAN. We will work with each presenter to accommodate your needs as much as possible.)