



Hosted by the Career Development Association of Alberta (CDAA)

**May 1 & 2, 2018**  
**Coast Plaza Hotel and Conference Centre, Calgary, Alberta**

### ***Call for Presenter Proposals***

---

The Career Development Association of Alberta's fifth annual Alberta Career Development Conference (ACDC) will focus on "*perspectives and possibilities*" in career development. This theme is not only appropriate for the association's fifth annual conference but its 21<sup>st</sup> year as Alberta's premier association for career development and related professionals.

ACDC 2018 will be held on May 1 & 2, 2018 at the Coast Plaza Hotel & Conference Centre in Calgary, AB and will bring together 300 Career Development Practitioners and related professionals from across Alberta, and points beyond. This year's opening keynote presenter is Lisa Taylor, President of Challenge Factory, who will be delivering *5 Future of Work Trends: Changing perspectives and realizing potential*. On the second day of the conference delegates will be treated to a series of *Perspectives and Possibilities Mini Presentations*.

You are invited to submit a proposal for a concurrent session presentation that will address the conference theme, "*perspectives and possibilities*", in one or more of the following areas:

- Career Counselling / Coaching Techniques
- Trends, Tools, and Technology
- Career Development Research and Theories
- Workforce Planning and Development
- Personal Development and Wellness
- Leadership, Supervision, and Mentorship
- Best Practices for Diverse Client Groups

As a concurrent session presenter, you will have the opportunity to engage directly with Career Development Practitioners and related professionals, industry leaders, policy makers, educators, and more about your particular area of expertise; increase your professional profile or the profile of your organization or program; contribute to the professional development of Career Development Practitioners and related professionals from across Canada, and the growth of career development in Alberta; receive complete feedback from your workshop participants which will be collected, tabulated, and distributed to you by the CDAA; and earn Continuing Education Units toward re-certification (if applicable).

# ACDC 2017: The Evolution of Career Development

## *Call for Presenter Proposals*

---

Last year's conference was reported by many conference delegates to have been the best one yet based on the caliber of speakers, the range of topics, and the networking opportunities.

Would you like to help make ACDC 2018 even better?

The ACDC Program Committee invites you to respond to this Call for Presenter Proposals for the 2018 Alberta Career Development Conference being held on May 1 & 2, 2018 at the Coast Plaza Hotel & Conference Centre in Calgary, AB.

The following guidelines and terms apply to all proposal submissions:

1. Presenter(s) Identification. One presenter must be identified as the Primary Presenter. All presenters are bound by the guidelines and terms of this invitation and must be listed, with contact information, on the application. All conference follow-up information, including acceptance or decline of the proposal and registration details, will be sent via e-mail to the Primary Presenter who will then have the responsibility to pass the information on to all additional presenters.
2. Promotion of Goods / Services. If your session will promote a good / service please indicate so in your session description. The Exhibitor Fair is an excellent opportunity to promote your goods / services beyond what would be considered appropriate in a concurrent session.
3. Session Duration. Concurrent sessions will be 75 minutes in length. Please be mindful that the presenter(s) in the session following yours will need time to set up; kindly plan to end your session at the scheduled time. There will be opportunities for networking outside of the concurrent sessions.
4. Presentation Content. Please ensure that your presentation matches the description provided in the application. Only the Primary Presenter will be able to make changes to the description. Please coordinate any changes / edits to the description and have the Primary Presenter send the revised documents to [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca) no later than **January 15, 2018**.
5. Image. If you would like to include an image with your proposal application for print or web promotion purposes please provide a high resolution / print quality (300ppi) RGB JPEG of all presenters with your presenter proposal.
6. Session Material. You agree to provide your own handout materials, if required, as part of your session.
7. Copyright. You attest that the material in your presentation is created and owned by you and will not infringe the copyright of others.

## ACDC 2017: The Evolution of Career Development

### *Call for Presenter Proposals*

---

8. Conference Registration. If accepted, all presenters agree to register for the ACDC, at a discounted rate, by **March 15, 2018** and must be present and participate as proposed. **The 2 day presenter registration rate is \$250.00 + GST and the 1 day presenter registration rate is \$175.00 + GST.**
9. Presenter Costs. All presenters are responsible for the costs associated with their presentation including conference registration, accommodation, travel, materials, etc.
10. Presenter Equipment. Presenters are asked to supply their own laptop and appropriate VGA cable, if one is needed, for their session. Projectors, projection screens, and microphones will be provided. Note that fees associated with additional equipment needs will be the responsibility of the presenter. All laptops accompanied by a standard VGA cable will be compatible with the projectors provided. Apple products will require an adaptor to connect to the VGA outlet.
11. Conference Proceedings. If you would like to have your presentation materials made available on the CDAA website, you will provide the CDAA with an electronic copy of all materials related to your presentation by **May 31, 2018** to [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca).
12. Submission Deadline. The completed application must be received by **November 15, 2017**.
13. Proposal Selection. The CDAA reserves the right to request edits to titles, descriptions, and biographies; make final presentation selections; and request additional proposals as applicable. You will be notified regarding the acceptance or decline of your proposal by **December 31, 2017**.

### **Call for Presenter Proposals Application**

*Please submit your completed application by November 15, 2017 and direct any questions regarding the Call for Presenter Proposals to Paula Wischoff Yerama at [ed@careerdevelopment.ab.ca](mailto:ed@careerdevelopment.ab.ca).*