



**2018 Education Symposium & Leadership Luncheon  
Dec. 7, 2018**



**CALL FOR PRESENTERS**  
**Submit your proposal by June 1, 2018**



## **TRACKS**

Educate Maine is a proud member of [MaineSpark](#). We are committed to a goal of 60% by 2025: we want 60% of Maine's workforce to have a credential of value (in addition to their high school diploma) that connects them to a good job and career in Maine. In keeping with this commitment, this year at our symposium we've aligned our breakout sessions with the strategic tracks of MaineSpark:

**Strong Foundations (SF) - Working with children birth to 6th grade**

**Future Success (FS) - College and career readiness for middle school through college-aged students**

**Adult Promise (AP) - Working with adults age 25 years and older**

**New Opportunities (NO) - Attraction and retention of new talent for the Maine workforce**

**We'll also feature presentations on policies that support attainment of the 60% by 2025 goal**

**\*Educate Maine is looking for your presentations to fit under one of these tracks and formats.**

## **Proposal Guidelines**

You will be asked to provide the following during the online submission process:

- Identify your session title, description, and track.
- Explain how your session connects to one of the five tracks.
- List up to three learning targets for your session.
- List equipment needs.
- Describe your session format and how you plan to actively engage participants.
- Provide names, organizations, and contact information for all presenters.

## **Session Formats**

### **50-minute presentation:**

- Panel Discussion (no more than 3 panelists)
- Individual Presentation

## **50-minute workshop:**

- An interactive session. These sessions usually begin with explanatory or introductory information and then move on to involve the audience in some type of interactive, participatory activity. Workshops and interactive presentations are particularly well suited for demonstrations, learning new skills or procedures, debates, exhibitions and so forth.

## **15-minute lightning round:**

- As the name suggests, lightning talks give speakers a limited amount of time to make their presentation – no more than 10 minutes and 5 minutes for questions. They may or may not include slides. Lightning talks are brief, it requires the speaker to make their point clearly and rid the presentation of non-critical information. This, in turn, helps keep the attention of the audience. It also means many ideas can be presented in a short amount of time.

## **Submission and Selection**

### **PROPOSAL SUBMISSION**

Completed proposals must be submitted by June 1, 2018.

We cannot accommodate special time and date requests for presentations. Please ensure you are available to present your session any time during the conference.

Submit your proposal online at: <https://educatemaine.wufoo.com/forms/rcnr27913cnms7/>

There is also a link embedded on our website: [www.educatemaine.org](http://www.educatemaine.org)

If you are unable to submit your proposal online, e-mail it to: [info@EducateMaine.org](mailto:info@EducateMaine.org).

### **PROPOSAL SELECTION**

You will receive an acceptance status e-mail by June 29, 2018, along with information on next steps if your session is accepted. Unfortunately, there are a limited number of presentation slots available, and we will not be able to accept all proposals.

### **REGISTRATION**

Up to three presenters per presentation will receive a complimentary conference registration. Presenters will receive registration instructions after acceptance.

### **VENUE**

Educate Maine's 2018 Education Symposium will be held at the Holiday Inn by the Bay, Spring St., Portland, Maine. The venue has limited parking onsite. Educate Maine encourages carpooling, walking, etc. We will provide you with information about public parking options in the area.

### **TRAVEL AND LODGING**

Presenters are responsible for their own travel and accommodations.

### **QUESTIONS?**

If you have any questions about proposal submission, please contact [info@EducateMaine.org](mailto:info@EducateMaine.org).