

**Call for Concurrent Sessions Proposals for 46th Annual MACCA Conference**

**Theme: Transformation and Renewal**

**Our annual conference is an opportunity for networking, professional development, and contact hours!** MACCA invites you to share and showcase your professional expertise, research, and successful practices. Submit a program proposal for consideration incorporating the theme: Transformation and Renewal.

The conference will be held at the [**DoubleTree Resort**](http://www.doubletreelancaster.com/) **in Lancaster, PA from December 7 to 9, 2016.**

**Visit** [**https://macca.wildapricot.org/**](https://macca.wildapricot.org/) **for more information about MACCA and the annual conference.**

**Conference Audience**

Our audience includes career and school counselors, counselor educators, workforce development professionals, career development practitioners at all age levels (K-12, post-secondary, adult) and in all settings (school, college and university, government, military, business, agency, one-stop centers, corrections, and private practice).

**Registration**

Paid registration for the conference is **required of all presenters**. Conference information and online registration will be available in the coming months. Failure to registration by the deadline may result in cancellation of your program.

Registration rates for the conference will range from $375-$475 (not including the pre-conference).

**Early bird rates will be available for those registering online** **prior to September 1, 2016.**

**The deadline for proposals is June 1, 2016.**

**Please submit the completed form to** **maccaconferenceproposals@gmail.com**

**Types of Programs and Selection**

**Presentation** – 60 minute traditional format

**Poster Presentation –** posters, photographs, newsletters, reports and other documents are examples of items to display. Handouts, such as brochures and summary papers, are encouraged.

**Program Selection Process**

The MACCA Conference Committee will review all proposals. Final decisions will be based on quality, intended audience, and relation to the conference theme.

The lead presenter will be notified via email of acceptance or rejection of the proposal no later than **July 15, 2016.**

**Continuing Education Credit/Clock Hours**

Presentations and sessions for which NBCC-approved clock hours will be awarded will be determined by NBCC and identified in the conference program. In order for proposals to be eligible the chair or lead presenter must possess a master’s degree in Mental Health, Counseling, or related field. Please indicate below your Education Level (master’s or doctorate), your graduate degree program (Mental Health, Counseling, or related field), and Institution. **Proposals that do not have chairs or lead presenters possessing a master’s degree or doctorate in Mental Health, Counseling, or field will still be considered for approval and selection.**

Consideration will be given for the following areas:

* Counseling Theory/Practice and the Counseling Relationship
* Human Growth and Development
* Social and Cultural Foundations
* Group Dynamics and Counseling
* Career Development and Counseling
* Assessment
* Research and Program Evaluation
* Counselor Professional Identity and Practice Issues
* Wellness and Prevention

**Presentation Proposal Requirements**

Please review the Call for Proposals thoroughly before submitting your proposal to ensure you and your co-presenters are in agreement will all requirements.

**Concurrent Session Submission Form**

1. **Name(s) of Presenter(s)** exactly as they will appear in the program brochure.
2. **Title of Presentation** exactly as it will appear in the program brochure. Please ensure the title of the presentation reflects the theme of the conference.
3. **Target Audience** for the presentation. Example: “Grad students and new professionals in mental health counseling” or “Mid to senior level career services professionals in higher education”.
4. **Description** of your presentation as you would like it to appear in the program brochure. This description should indicate what type of educational or learning experience the participants can anticipate. **Maximum 100 words.**
5. **List of 3 or 4 learning objectives**. Example: Participants will be able to identify 10 resources to help international students”.
6. Provide a brief **outline of the workshop format** for a 60 minute presentation.
7. Please indicate if there is any **special equipment or accommodations** you need. *Presenters must provide their own laptop if needed.*
	1. Projector and screen
	2. Internet access
	3. I DO NOT need additional audio visuals
	4. Other:
8. Do you anticipate having **session materials** that you would be willing to share via the MACCA website? If yes, please specify what form. *Please note that we suggest handouts/presentation slides (when used by the presenter) be made available to participants at the beginning of the presentation. Please plan for approximately 30 handouts per session.*
	1. Website links
	2. Presentation file (PowerPoint, Word, or PDF)
	3. Handouts
	4. Other (please describe):
9. **Conference Workshop Notes & Comments:** Please share any other pertinent information, questions, needs, or concerns with the committee. *If you are not staying for the entire conference, please indicate the day you are available to present.*
10. **Biographical and Contact Information:** Please include all of this information for *all* presenters. We need this information to help determine NBCC clock hour eligibility:
	1. Lead presenter name:
		1. Title:
		2. Company or organizational email:
		3. Cell Phone:
		4. Professional licenses and certificates:
		5. Professional affiliations:
		6. Degree, major, program and institution:
		7. Academic Graduation Date (Month & Year):
		8. Biography (150 word limit):
	2. 2nd presenter name:
		1. Title:
		2. Company or organizational email:
		3. Cell Phone:
		4. Professional licenses and certificates:
		5. Professional affiliations:
		6. Degree, major, program and institution:
		7. Academic Graduation Date (Month & Year):
		8. Biography (150 word limit):
	3. 3rd presenter name:
		1. Title:
		2. Company or organizational email:
		3. Cell Phone:
		4. Professional licenses and certificates:
		5. Professional affiliations:
		6. Degree, major, program and institution:
		7. Academic Graduation Date (Month & Year):
		8. Biography (150 word limit):
	4. Any additional presenter information:

***Thank you for your interest in presenting at our conference. Please email your completed proposal along with a Resume/CV from each of the presenters to*** ***maccaconferenceproposals@gmail.com******. The Conference Planning Committee is looking forward to working with you, and we are happy to answer any questions you have in completing this form.***

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