

**Call for Concurrent Sessions Proposals for 47th Annual MACCA Conference**

**Theme: HOPE**

***Happiness, Opportunities, Positivity, & Encouragement***

**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: HOPE (*Happiness, Opportunities, Positivity, & Encouragement)*

The conference will be held at the [**DoubleTree Resort**](http://www.doubletreelancaster.com/) **in Lancaster, PA from December 6 to 8, 2017.**

**Visit** [**http://macca.wildapricot.org**](http://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), academic advisors, 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 register 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** **by September 22, 2017.**

**The deadline for proposals is June 23, 2017.**

**Please submit the following information below in a word document along with each presenter’s resume(s) to** **maccaconferenceproposals@gmail.com****.**

**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 in July 2017.

**Continuing Education Credit/Clock Hours**

Presentations and sessions for which NBCC-approved clock hours will be determined by NBCC and identified in the conference program. In order to receive clock hours, presenters should be qualified by appropriate education, experience, and/or training to present/author the particular subject matter, or author the publication concerning the subject matter. **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*. All information is required for consideration.*

**Concurrent Session Submission Form**

1. **Name(s) of Presenter(s)** exactly as they will appear in the program brochure.
2. **Proposal Type:**
	1. **Traditional 60-minute presentation**
	2. **~~2 Hour Workshop:~~** ~~These sessions will allow further hands-on practice and application of theory, strategies, and tools with higher-level learning outcomes.~~ *(no longer accepting 2-hour proposals)*
3. **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.
4. **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”.
5. **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.**
6. **List of 3 or 4 learning objectives**. Example: Participants will be able to identify 10 resources to help international students”.
7. **Provide a brief outline** of each topic, activity, discussion, etc. **If more than one presenter, you must indicate who is leading each of the segments.** *Please plan time appropriately to allow for sufficient Q&A time and additional preparation time as needed. A 15 minute transition period is included between each concurrent session. There is a hard stop time of 60 minutes for traditional minutes and 2 hours for workshops. Presentations may not run longer than allotted time.*
8. Please indicate if there is any **special equipment or accommodations** you need. **Presenters must bring their own laptop**. Each breakout session will have AV table with extension cord and cables to connect personal lap top to projector. Rooms will have round tables with chairs for approximately 50 people total. If you need additional accommodations, please list in the "other” option.
	* Projector and screen.
	* Flip Chart
	* Other:
9. **Presentation Availability:** If you are not attending the full conference, please indicate which days you are available to present. While we cannot guarantee specific time requests, we will do our best to accommodate needs.
	* Wednesday
	* Thursday
	* Friday
	* I will be attending the entire conference (Wednesday afternoon through Friday morning)
10. **Conference Workshop Notes & Comments:** Please share any other pertinent information, questions, needs, or concerns with the committee.
11. **Biographical and Contact Information:** Please include all information for *all* presenters. We need this information to help determine NBCC clock hour eligibility:
	1. 1st presenter name:
		1. Occupation Title
		2. Organization/Company
		3. Email Address
		4. Contact Phone Number
		5. Degree(s)
		6. Major/Program & Institution
		7. Graduation Month(s) and Year(s)
		8. Professional Licenses, Certifications, Affiliations (if applicable)
		9. Biography (150-word limit)
	2. 2nd Presenter Name:
		1. Occupation Title
		2. Organization/Company
		3. Email Address
		4. Contact Phone Number
		5. Degree(s)
		6. Major/Program & Institution
		7. Graduation Month(s) and Year(s)
		8. Professional Licenses, Certifications, Affiliations (if applicable)
		9. Biography (150-word limit)
	3. 3rd Presenter Name:
		1. Occupation Title
		2. Organization/Company
		3. Email Address
		4. Contact Phone Number
		5. Degree(s)
		6. Major/Program & Institution
		7. Graduation Month(s) and Year(s)
		8. Professional Licenses, Certifications, Affiliations (if applicable)
		9. Biography (150-word limit)

***Thank you for your interest in presenting at our conference. Please email your completed proposal in a word document 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.***

**Interested in contributing your articles and publications to MACCA? We want to know what our MACCA members are doing in the industry! Email** **jpompeo@apus.edu** **to contribute to MACCA’s official e-newsletter, MACCA Matters, which will be available for members at** [**http://macca.wildapricot.org/**](http://macca.wildapricot.org/)**.**

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