**Conference Date:** Saturday, May 18, 2019

**Location:** American University, 4801 Massachusetts Ave NW, Washington, DC 20016, Spring Valley Building, 5th and 6th Floors

**Submission Due Date:** ~~Tuesday, March 5, 2019 5:00 pm EST~~

 Extended to 6pm Wednesday, March 13th, 2019 EST

(Please email all completed proposals to conference@CBODN.org

 no later than March 13th, 6:00 PM EST.)

CBODN is currently accepting applications from professionals with proven speaking ability to present at the 2019 Annual Conference on Saturday, May 18th, at American University. This year, the 2019 Conference Theme will be shaped by attendee and speaker interest, guided by proposal submissions. We feel this will create a wide and creative cast to seek cutting edge topics and ideas from OD professionals.

Do you use creative concepts, models, tools and technologies that will enhance the professional toolkit of conference attendees? Do you embrace complexity as a core element for success? We invite you to submit a proposal!

**Presentation Format**

Presentations must be engaging, interactive, designed for an audience of at least 20-50 participants, and on a topic to be covered within a 30-60-minute period maximum. We are looking for a variety of presentation styles and topics that feature: cutting edge ideas, case studies of complex organizations, tangible tools, experiential learning, and innovation.

**Audience**

Conference participants in your audience may include:

* Leaders, managers and change agents in corporate, government, and community organizations
* OD, HR and other professionals and students who desire to expand their thinking and incorporate cutting edge concepts, models, tools and technologies
* Individuals interested in expanding their knowledge of complexity theory

**Presentation Categories**

Please make sure that your submission relates to OD practices and does not contain marketing materials or product solicitation. We are looking for a variety of topics such as:

* **Tools/Techniques/Diagnostics**: Showcasing the application of unique technologies and tools to assess, facilitate and benefit organization development and change.
* **Successful Organizational Transformations:**  Case studies that embody organization complexity and/or creativity, OD in action.
* **Thought Leadership and Theory:** Addressing unique stakeholders, creative approaches, global considerations, changing workforce, or cutting edge practices.
* **Knowledge Management and Measurement**: Methodologies for building, managing and measuring social and intellectual capital.
* **Grounded Leaders, Grounded Practitioners**: Coaching, mentoring, and leadership development practices that expand change agents' capacities to stay centered, relevant, and innovative while handling large amounts of complexity.
* **Innovation/Other:** Creative ideas that do not fit one of the pre-defined categories above are welcome. Go ahead and stretch our minds!

**Presenter Qualifications**

Presenters must be experienced professionals with proven speaking ability and references, who are interested in interacting with conference participants. Selected presenters do not have to be a member of CBODN, and will receive complimentary registration fees (if more than one person is speaking within one presentation, no more than 2 registration fees will be waived).

**To be considered, you must email all information listed on this form no later than March 13, 2019 by 6:00 PM EST**. You will be notified by March 31, 2019 by 5:00 PM EST and selected presenters will be requested to submit draft presentation outline or PowerPoint slides no later than April 22, 2019, 5:00 PM EST. These will be posted on the CBODN website and available to members for a period after the event.

**TIMELINE FOR SUBMISSION AND DECISIONS:**

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| --- | --- | --- |
| **Task** | **Date**  | **Special instructions/comments**  |
| Submit Proposal | March 13, 2019  | Submit electronically to: conference@CBODN.org. Subject line should mention: **“Presentation Proposal - *<<Title of the session>>*”**  |
|  |  | Your proposals will be reviewed by members of the CBODN Conference Planning Committee. Proposals will be selected based on their relevance to OD, style, clarity, engaging format, originality and relevance to the audience of learners, practitioners, and those advancing the field. Interviews may be conducted before the final decision.  |
| Selection notification | March 5 - 31, 2019 | E-mail notifications will be sent by the committee no later than March 31. |
| Submit DRAFT presentation materials  | April 22, 2019  | Submit via e-mail no later than 5:00 PM EST |
| Submit FINAL presentation materials | May 1, 2019 | Submit via e-mail no later than 5:00 PM EST |

If you have any questions, please send them to conference@CBODN.org

**PRESENTATION PROPOSAL FORM**

**Presenter’s Contact Information**

|  |  |
| --- | --- |
| **Name**  | **Phone**  |
| **Company**  | **Email**  |
| **Job Title**  | **Website**  |

**Will you have a co-presenter?** Yes No. *If yes, please duplicate this form for your co-presenter to submit.*

**Availability (check all that apply):**

 \_\_\_\_May 18 MORNING Session \_\_\_\_May 18 AFTERNOON Session

**Presenter Biographical Information:** *Please provide a 150 to 200 word bio which should include current position, expertise, past experience, education and recent awards. This bio will be used for introduction purposes and should demonstrate your credibility and help build rapport with the audience.*

**Curriculum Vitae:** *Please attach your curriculum vitae as part of your Presentation Proposal submission package.*

**Speaking history:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Event Name**  | **Date**  | **Approximate audience size**  | **Presentation Title** |
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**References:** *Please provide references from recent speaking engagements and/or clients. Preferably, at least 2 of these references should address the presentation topic you plan to present at the CBODN conference.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference Name**  | **Phone**  | **Email**  | **Presentation Title**  |
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**ABOUT THE PRESENTATION**

**Title of the Session: Alignment to Conference Objectives:** *in 100 words or less, summarize how your presentation is related fits into one of the presentation categories.*

**Session Abstract:** *in 200 words or less, provide a summary of the content. If you are selected to present, the description submitted will be used in promotional flyers, the conference brochure, and on the CBODN website. (The Conference Committee reserves the right to make alterations.)*

**Session Tag Line:** *Please provide a compelling, one-sentence primary objective of your presentation.*

**Keywords:** *(i.e. case study, innovative, knowledge management etc.)*

**Please define three learning objectives for your session.** *Briefly outline the three key concepts participants will take away and how those concepts can be translated to varied workplaces.*

1.

2.

3.

**Briefly describe any interactive components (if any) of your proposed session that would engage the audience in discussion or activity.**

**CONFERENCE LOCATION AND FACILITY DETAILS:**

The conference will be at American University, 4801 Massachusetts Ave NW, Washington, DC 20016 in the Spring Valley Building, 5th and6th Floors.

**What media, materials, room set up or other specifics will accompany your presentation?**

**Please provide any additional specifics to the conference planning team which would support you and your audience.**

**Please send all completed proposals to CBODN by email no later than March 13, 6:00 PM EST**:

**CBODN**

conference@CBODN.org