2017 DONA International Virtual Conference Call for Speaker Proposals

As we celebrate our 25th Anniversary, DONA International is making this year's conference available to as many participants as possible by hosting our third virtual conference.

Our Virtual Conference will take place Thursday – Saturday, July 27-29 with a preview screening on Friday, May 12th.

This year's conference theme, Cultivating Connection: It Starts With Us, gives us the opportunity to do the following:

Connect evidence with best practices to provide birth and postpartum support to families
Imagine innovative ways to connect with and educate members of all communities about the benefits of birth and postpartum doulas
Improve business skills and strategies to generate new clients and stay connected
Develop intra professional collaboration models to improve outcomes
Create meaningful ways to connect with other birth professionals all over the world
Evaluate the significance of the doula's role and contribution to maternity care outcomes and the transition of the new family in the last 25 years

Each of these areas has a direct impact on how we connect with parents, care-providers, each other and the landscape of maternity care as a whole.

Call for Speaker Proposals:
DONA International's Speaker Selection Team is looking for evidence based presentations that provide transferable skills to our virtual conference attendees. We invite doulas, doctors, midwives, childbirth educators, physical therapists, researchers, authors, lactation consultants, administrators, professors, policy makers, entrepreneurs, coaches, social workers and birth advocates to share your expertise by submitting a speaker proposal.

Deadline:
The deadline for all submissions is February 1, 2017. After complete review, The DONA International Speaker Selection Team will notify the individual(s) regarding acceptance by March 15, 2017.
Selection Process:
Each proposal is initially reviewed and ranked by the speaker selection committee first for completion of the application, compliance to the DONA International Standards of Practice and Code of Ethics and for Conflict of Interest.* Any proposal that is not complete, not congruent with the Standards of Practice and Code of Ethics or marked for conflict of interest will be removed for further consideration.

Next, the speaker selection team ranks the remaining proposals based on the following categories:

Birth Doula Interest

Postpartum Doula Interest

Business and Mentoring

Evidence Based Practices and Research

Relevance and Fresh Topics or Fresh Approach to Topics

While it is a "quality problem" for our industry, there are always more positively ranked proposals than there are slots available. Those with the highest ranking that fulfill our category needs are selected.

Why submit a proposal for a Virtual Conference?
Virtual Conferences are well-attended because they are cost saving and convenient. Your session will reach more people than an in-person conference.
DONA International Virtual Conference sessions can be viewed for up to 90 days after the live conference and may be viewed more than once.
You'll increase your confidence and experience as a presenter.
You'll gain recognition as an expert in your field and gain exposure as a speaker.
You'll be sharing your ideas and expertise with a far-reaching network of connected maternity care professionals.

Why attend Virtual Conference?
It saves you money. No travel, accommodation or meal costs.
It saves you time. No need to leave home or take additional time away.
It allows you to watch in real time or at a different time for up to 90 days.
It allows you to watch a session more than once.
You'll receive the same continuing education credit as if you had traveled to a conference.
You can still participate in the session (during the real-time event discussions).

* DONA International Code of Ethics and Standards of Practice

23rd Annual DONA International Virtual Conference
July 27 - 29, 2017

Please submit the following required documentation to ConferenceCoordinator@DONA.org **no later than Feb 1, 2017**. **Only electronic submissions will be considered**.

Applications submitted without all the requisite information will not be considered. Please see the Speaker Submission Checklist, provided.

> DONA International has a diverse membership, no less diverse than the families that we serve. We ask that speakers make an effort to reflect that diversity in any images chosen for their presentation.

All proposals should be for either approximately **60 minutes** remotely recorded concurrent session presentation suitable for online viewing (i.e., voice over slides, webcam, computer demo or video) and **must** include the following information:

1. The completed Speaker Biographical Form, provided

2. A curriculum vitae or resume

3. Written references from two (2) people who have heard you present, ideally the proposed session, along with their contact information and credentials

4. A brief (2-5 minute) video recorded demo of highlights of your presentation (not required if you presented at a previous DONA International conference)

5. The Cover Page Form, provided, which includes
    ·   Title of the session
    ·   Speaker's name with a brief (75-100 words) narrative introduction
    ·   Brief description (50-75 words) of the session
    ·   Teaching methods

6. The Concurrent Session Form, template provided
    ·   Insert the appropriate session content as a substitute for the bracketed instructions. Please note that this document must be submitted in print-ready format, with no less than one inch margins, in an MS Word document file (.doc or .docx) and will be used, as is, for publication as your minimum conference handout. The Form must include:
        ·   Three (3) learning objectives (minimum/maximum)
        ·   A detailed outline of the presentation
        ·   Resources and/or bibliography (APA or MLA format)
        ·   Three (3) post test questions with answers (minimum/maximum). Questions should reflect the objectives and must be true/false or multiple choice with <u>only</u> one correct answer. No fill-in-the-blank questions, please.

The Speaker Selection Committee will review all proposals and make the selection of speakers and topics. All who have submitted proposals will be notified no later than March 15, 2017.

If you are selected to present your concurrent session,

> You must agree not to present this topic to any other childbirth educator, labor assistant or doula organization in the three (3) months prior to or after this DONA International virtual conference.

> You will receive a packet containing a Speaker Statement of Agreement, a W-9 Request for Taxpayer Identification Number and Certification (US citizens only) and instructions for submitting any additional handouts or Power Point slides to support your presentation for distribution to our conference attendees.

> For each concurrent session to be presented, speakers can submit up to twelve (12) pages of handouts to support their presentation and for distribution to our conference attendees. These handouts will consist of the Concurrent Session Form submitted with the speaker's proposal, at minimum, **plus** any additional handouts or Power Point slides to support the presentation. Power Point slides submitted as additional handouts must be formatted as a handout document, six slides per page, vertical orientation. Power Point and any other additional handouts may be submitted as a Power Point document, MS Word document or PDF document. All handouts must be submitted electronically via e-mail. **Additional handouts, or confirmation that no additional handouts will be submitted, must be received no later than June 15, 2017.**

> Concurrent session speakers will be responsible for submitting their recorded sessions no later than **June 15, 2017**. You can use your own software, or one of several free or low-cost options of varying qualities for remote recording and are bandwidth dependent that DONA can suggest. If you require technical assistance, DONA International's event production staff is available to provide a brief tutorial via a complimentary conference call scheduled during normal business hours well in advance of the deadline.

Some Virtual Conference general and concurrent sessions are available in the following calendar year as webinars. If the speaker's session is requested for future webinar viewing, you will be approached and a final slide added to your session with contact information for viewers. Speakers will be required to sign a release authorizing DONA International's use of their recorded sessions and materials.

Selected concurrent session speakers (one (1) speaker per presentation) will receive:

·   A $250 honorarium for a 60-minute presentation;
·   One (1) non-transferrable complimentary full conference registration; and
·   One (1) complimentary MP4 download of your recorded session.

DONA International requests the right to keep proposals not selected for the 2017 conference on file for reconsideration for a future conference or educational offering.

Please use the following checklist to ensure complete and accurate submission of all application documents and session requirements no later than February 1, 2017:

- ❑ Speaker information
  - ❑ Completed Speaker Biographical Form, provided
  - ❑ Curriculum vitae or resume
  - ❑ Written references from two (2) people who have heard you present, ideally the proposed session, along with their contact information and credentials
  - ❑ A brief (2-5 minute) video recorded demo of highlights of your presentation, (not required if you presented at a previous DONA International conference)

- ❑ Cover Page Form, provided
  - ❑ Title of the session
  - ❑ Speaker name with a brief (75-100 words) narrative introduction
  - ❑ Brief description (50-75 words) of the session
  - ❑ Teaching methods

- ❑ Session Information
  - ❑ Completed Concurrent Session Form, template provided, in an MS Word document file (.doc or .docx) with the following information:
    - ❑ Three (3) learning objectives (minimum/maximum)
    - ❑ A detailed outline of the presentation
    - ❑ Resources and/or bibliography (APA or MLA format)
    - ❑ Three (3) post-test questions with answers (minimum/maximum). Questions should reflect the learning objectives and must be true/false or multiple choice with <u>only</u> one correct answer. No fill-in-the-blank questions, please.

- ❑ If my proposal to present my session is accepted, I understand that:
  - ❑ I will be required to sign a Speaker Statement of Agreement, which will outline my speaker prerequisites and responsibilities, including **agreeing to meet all deadlines** and a release for recording and duplicating of my session and to be available for chat rooms the day of my session.
  - ❑ I agree to submit electronically via e-mail up to twelve (12) pages of handouts to support my presentation or confirm that I will not be submitting additional handouts, **no later than June 15, 2017.**
    - ❒ These handouts will consist of the Concurrent Session Form submitted with the speaker's proposal, at minimum, **plus** any additional handouts or Power Point slides to support the presentation.
      - · The accepted format for the Concurrent Session Form, provided, is an MS Word document file (.doc or .docx) with no less than one-inch margins.
      - · Power Point slides submitted as additional handouts must be formatted as a handout document, six slides per page, vertical orientation.
      - · Power Point and any other additional handouts may be submitted as a Power Point document, MS Word document or PDF document.
    - ❒ I understand that if I fail to submit additional handouts by the **June 15, 2017** deadline, they will not be distributed to conference attendees.
- ❑ I agree to submit an electronic recording of my session no later than **June 15, 2017**.

Name, Degrees, Credentials:	
Street Address (home or business):	
City:	State/Province:
Zip/Postal Code:	Country:
Day Telephone:	E-mail Address
Web-site Address:	
Employer and Position/Title:	
Proposed Session Title:	
Describe your expertise in this topic:	
Names, credentials and contact information of two (2) people who have heard you present, ideally the proposed presentation, and whose references you will submit:	

Conflict of Interest Disclosure:

I hereby disclose the presence, absence or perception of any potentially biasing relationship of a financial, professional or personal nature.

_____ Yes _____ No – Within the past twelve (12) months, I or a family member received a salary, royalty, speaking honorarium, research appointment, board of director remuneration or consulting fee from, or own stock in, an organization whose product or service is discussed during my presentation, which would be perceived as a conflict of interest.

_____ Yes _____ No – There is the potential for personal or professional benefit from making this presentation (i.e., employed by a proprietary company presenting the learning activity, written a book on the topic, provided consultant services related to the topic, etc.).

If the answer to either statement is "yes," please describe the perceived conflict, the person(s) or entity(ies) involved and any affiliation(s) thereto:

I agree to disclose any potential conflict of interest during my presentation in the following way(s) (ex.: handouts, audiovisual presentation, verbal declaration, program advertising, etc.).

Name, Degrees, Credentials:
Session Title:
Session Length: _____60 minutes
Brief narrative introduction of the speaker (75-100 words):
Brief description (50-75 words) of the 60-minute session accompanied by a 2-5 minute recorded demo of highlights of the session:
Teaching methods:

Concurrent Session _____

[Session Title]

[Speaker's Name, Credentials]

Learning Objectives:

At the end of the session, the learner will be able to express the following:

1. [Learning objective one]
2. [Learning objective two]
3. [Learning objective three]

Outline

[Provide a detailed outline, including the content supporting each objective]

Resources [or Bibliography]

[APA or MLA format]

Post-Test Questions and Answers

1. [True/false or multiple choice question one, reflective of the objective]
   Answer: [provide answer]

2. [True/false or multiple choice question two, reflective of the objective]
   Answer: [provide answer]

3. [True/false or multiple choice question three, reflective of the objective]
   Answer: [provide answer]

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