**CALL FOR SPEAKERS**

*Canadian Down Syndrome Conference*

*Friday, May 19 to Sunday May 21, 2017*

*Banff, Alberta*

The Canadian Down Syndrome Society (CDSS) is seeking accomplished speakers to share their knowledge, experience and skills at the Canadian Down Syndrome Conference in Banff, Alberta. Delegates attending the conference will include people with Down syndrome, parents and family members, professionals, and people who want to make a difference in the community. Session speakers who are selected will be responsible for securing their own travel arrangements at their own expense. Honoraria or speaker fees are not available. This allows CDSS to keep registration fees affordable.

Sessions will take place over Saturday, May 20 and Sunday, May 21. Sessions on Saturday will be 90 minutes long and sessions on Sunday will be 75 minutes long.

|  |
| --- |
| **Session Information:**  *Information with an asterisk (\*) to be included in the Conference Program* |
| Session Title:\* |
| Session Description:\* Limit 250 words |
| Session Outline: Please attach an outline of your presentation |

**Session Details:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Session Target Audience  *(write ‘yes’ beside all that apply)* | | Topic Category  *(write ‘yes’ beside all that apply)* | | Preferred Presentation Language  *(write ‘yes’ beside your preference)* | |
| Parent |  | Birth - 5 years |  | English |  |
| Professional |  | School Age |  | French |  |
| Self-Advocates |  | Teen |  | Either |  |
| Other |  | Adult & Aging |  | (Comfortable and  proficient presenting in either language) |  |

Session Objectives:

Please list two objectives of your session

**1.**

**2.**

**Presentation length preference:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 75 minutes |  | 90 minutes |  | Whichever works best for the program |  |

Please note, we cannot guarantee that you will be given your preference, however we will do our best to accommodate your request.

**Audio/Visual Notes:**

All session rooms will be equipped with a laptop, projector, and microphone in large rooms. Speakers are required to bring their presentations on a flash drive and they must be Microsoft compatible**. Important Note: It is cost-prohibitive to provide internet connections in meeting rooms. Please plan accordingly.**

|  |
| --- |
| **Speaker Information:** *Information with an asterisk (\*) to be included in the Conference Program* |
| Name(s):\* |
| Organization: |
| Professional Title:\* |
| Credentials: |
| Mailing Address: |
| Phone: Fax: |
| Email: |
| Website: |
| Short biography (one paragraph): **Limit 150 words**\* |

**Contact Information: *(if different from above)***

|  |
| --- |
| Name: |
| Organization: |
| Mailing Address: |
| Phone: Fax: |
| Email: |

**Speaker Availability details**

We assume you are available to present your session on Saturday, May 20 and/or Sunday, May 21. Your flexibility allows us to schedule the most balanced program addressing the needs of our attendees. If you are unable to do so, please let us know when you submit your proposal.

**Deadline for Submission**

All proposals must be received no later than Friday, January 6, 2017 for full consideration of the Speaker Selection

Committee. You will get an email confirmation usually within 1 to 2 business days of receipt. CDSS receives more proposals than can be accommodated. Due to space and balance in programming, proposals are not guaranteed and are subject to approval.

**Successful candidates will be contacted by February 9, 2017.**

Please submit your proposal via email to:

Carlee Reardon

Resource and Event Coordinator, Canadian Down Syndrome Society

carleer@cdss.ca

1-800-883-5608