

Please submit your presentation proposal online

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### About BCRPA's Annual Symposium

The BC Recreation and Parks Association (BCRPA) is seeking proposals to present an educational session at our 2020 Symposium – a three-day professional development conference scheduled for April 29-May 1, 2020 in Victoria, BC.

The BCRPA Symposium is attended by almost four hundred recreation and parks professionals (ranging from directors to programmers to supervisors), planners, volunteers, and elected officials who are interested in exploring best practices, innovative solutions and trends in the sector. The event features keynote presentations, plenary discussions, in-depth sessions and snapshot presentations along with networking opportunities, social events and a [tradeshow](#). Every year the Symposium attracts both repeat and new attendees as it delivers valuable information that enhances delegates' knowledge and increases their value and contributions to the organizations they represent.

### WHAT WE ARE LOOKING FOR:

We are seeking dynamic speakers and leaders who share knowledge, experience, and best practice techniques related to the work of recreation and parks. **Presenters are required to incorporate active delegate engagement into their presentations** (i.e: engage their participants in hands-on activities; break-out and group discussions; Q&As; etc.) **and leave participants with practical solutions and take-home tips for use the next day.**

### Presentation Format:

Currently we are seeking presentations for the following formats:

- One-hour educational sessions (Maximum 2 presenters)
  - Must include delegate engagement (could be break out discussions, Q&As, activities etc.)
- 90-minute panel presentations with multiple speakers (maximum 3-person panel including moderator)
  - Must include opportunity for Q&A from delegates
- Snapshot presentation (6-8-minute rapid-fire description of a specific program) (Maximum 2 presenters. We typically choose these people from delegates or locals as there is no reimbursement of expenses)

**Presentations will be focused on well-defined topics that align with one or more of our education streams,** which are inspired by the Framework for Recreation in Canada. Session streams include:

- Active living
- Inclusion and access
- Connecting with nature
- Supportive environments
- Recreation capacity

**Within these streams, particular areas of interest include (but are not limited to):**

1. Leadership skills
2. Building partnerships/relationships
3. Community development
4. Community engagement
5. Diversity and inclusion
6. Benefits of nature
7. Recreation Infrastructure
8. Governance, advocacy
9. Health and wellbeing
10. Human resources
11. Management & HR
12. Marketing and social media
13. Parks and open spaces
14. Professional development
15. Programming
16. Service delivery
17. Volunteer engagement
18. Population target groups e.g. youth and seniors

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Submit your Presentation Proposal online at:

<https://www.surveygizmo.com/s3/4995583/Symposium-2020-Presenter-Application>

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19. Emergency management/preparedness

20. Risk management

### Critical elements of your presentation:

Our delegates expect to walk away with practical ideas to implement on the job. When presenting ensure that you include the following elements:

- What did you do?
- What were the outcomes and what did you learn from the experience?
- What would you do differently in the future?
- What suggestions and/or observations can you share that would benefit others?
- What practical solutions and tools will participants take back to the workplace? In the next week, month, year?
- How can your experience be replicated by other communities?

### SPEAKER INFORMATION

#### Number of speakers

**A maximum number of speakers are allowed for:**

- One-hour educational sessions (Maximum 2 presenters)
- 90-minute panel presentations with multiple speakers (maximum 3-person panel including moderator)
- Snapshot presentation (6-8-minute rapid-fire description of a specific program) (Maximum 2 presenters)

**Please note, you will also be asked to provide CVs for each of the presenters. Please have the file(s) ready as PDF files before starting the online application.**

#### Compensation guidelines:

- Those whose profession is **outside the recreation and parks sector** will receive an honorarium in the \$200 - \$500 range. Economy travel and accommodation may be offered; flight price ceilings will be set, and accommodations are booked at the conference hotel by BCRPA.
- **Corporate representatives** are ineligible for an honorarium as this is an opportunity to educate delegates about how their products and/or services may benefit the sector. The promotion of goods in educational sessions is prohibited.
- Session presenters who are **practitioners within our sector** do not receive an honorarium; their presentation is considered by their peers to be a contribution to the sector. They are responsible for their travel and accommodation costs, and their conference registration fee. Exceptions may apply. BCRPA may cover travel costs and/or offer accommodation at the conference hotel. Ceiling prices will be set. If compensation is required, please provide estimates, and the request will be taken into consideration.
- **Session speakers who are sponsored** are not eligible for compensation by the BCRPA. Accommodation may be offered; flight price ceilings will be set, and accommodations are booked at the conference hotel by BCRPA.
- Expenses exceeding the limits set will be reviewed on a case-by-case basis and are subject to approval by the BCRPA CEO.
- All presenters are welcome to attend education sessions on the day of their presentation, and enjoy the refreshment breaks, breakfast and lunch on the day of their presentation. However, presenters who are not registered for Symposium as paid delegates will be required to cover extra meals and social activities (ie: fees for recreational activities; tradeshow social; evening banquet, etc).

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- To attend sessions on days *other* than their presentation day, presenters will be required to register for Symposium as a paid delegate. A presenter delegate upgrade rate will be available to all presenters if they wish to attend Symposium as a Full Delegate, or Daily Delegate. Rates to be determined.

**CALL FOR PRESENTERS TIMELINE & CRITERIA:**

**SUBMISSION DEADLINE:**

**Monday, August 12, 2019.**

**APPLICANT NOTIFICATION:**

**We aim to provide final notification to applicants by November.**

**CRITERIA FOR REVIEW PROCESS**

All submissions will be reviewed using the following criteria:

1. Overall quality of the proposal
2. Focused and well-defined topic that aligns with one or more of education streams
3. Articulation of how the presenter will engage participants through interactive delegate activities and leave participants with practical solutions and tools to take back to their workplaces.
4. Presentation history of the proposed speaker(s)
5. Applicability of topic to a provincial audience of recreation and parks professionals and at an intermediate or experienced audience level.

**SUBMIT A PROPOSAL**

**Presentation proposals are to be submitted online.**

**To help you prepare your application, please review the application form below.**

**The Online Submission form can be found at: <https://www.surveygizmo.com/s3/4995583/Symposium-2020-Presenter-Application>**