

2020 Human Resources Conference

Request for Proposal

Tuesday, April 7, 2020

8 a.m. - 3:30 p.m. at The Florian Gardens, 2340 Lorch Ave.



Deadline: Wednesday, January 1, 2020

Introduction:

The Chamber and Chippewa Valley Society for Human Resource Management will be hosting its annual HR Conference on April 7 and is seeking proposals from individuals who would be willing to volunteer to present a keynote or one-hour session on an aspect of human resources. We are looking for topics on a variety of subjects but especially on:

- Benefits
- Conflict Management
- Change Management
- Diversity/Inclusion
- Employee Engagement
- Employment Law
- Flexible Workplace
- HR Analytics
- HR as a Strategic Partner
- Labor Relations
- Recruiting/Interviewing
- Recognition
- Retention
- Safety/Workplace Violence
- Succession Planning
- Training & Development
- Wellness
- Workers Comp

If interested in presenting, please complete this form and return to Kaylynn Stahlbusch at stahlbusch@eauclairechamber.org or fax to 715-834-1956 by **Wednesday, January 1, 2020**. All presenters will be asked to submit their handouts for the session 10 days in advance. All handouts will be electronically distributed to attendees.

Name: _____

Business: _____

Phone: _____ Email: _____

1. Have you given this presentation in the past? If yes, when and to whom?

2. Requirements: To help presenters, we would like the audience of each session be at a similar level.

Target Audience (check one): ☐ Beginner ☐ Intermediate ☐ Advanced

List any pre-requirements for attendees.

3. Based on the following competencies, which area would your content fall into:

- ☐ Leadership (leadership, navigation, ethics)
- ☐ Business (business acumen, critical evaluation, consultation)
- ☐ Interpersonal (communication, global and cultural effectiveness, relationship management)
- ☐ I don't know.

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4. Title of Session:

5. Description of proposed session including three key take-aways:

6. Bio of Presenter: Please describe your experience in this area of human resources and include any information you would like included in marketing materials. (A short bio is needed for agenda materials.)

7. AV Needs: Please list any audio visual needs for this seminar (please note that a PC (not Mac) computer and LCD projector will be available. If you have a Mac computer, please bring your own connectors.)