**Call for Proposals**

NCWorks Partnership Conference

October 10 – 12, 2018

Greensboro, NC

The **NCWorks Partnership Conference** is seeking proposals for workshops at its annual conference to be held October 10-12, 2018 at the Sheraton-Four Seasons Hotel/Koury Convention Center in Greensboro, NC.

Conference Description

The *NCWorks Partnership Conference* is an annual, three-day statewide conference for the workforce system. The conference is designed to provide opportunities for workforce professionals throughout the state to remain current on national, state, and local initiatives, to exchange ideas, and to network with colleagues.

Targeted Audience

The conference is targeted toward anyone with an interest in workforce and economic development in North Carolina. Attendees include staff and management of local Workforce Development Boards, Career Centers, the Department of Commerce, Health and Human Services, Public Safety, the Community Colleges, local Social Services offices, and North Carolina’s public schools and universities. Others attending the conference are members of local Workforce Development Boards, economic development professionals, and staff of community-based and faith-based organizations.

Proposals

Workshop Proposals must be submitted no later than **March 26, 2018** to [ncworksconference@nccommerce.com](mailto:ncworksconference@nccommerce.com) or may be submitted to any Conference Planning Committee member.

Workshops are either 60 or 90 minutes and must include the required information as follows:

* Workshop Title (10 words or less)
* Workshop Description in 200 words or less
* Workshop Target Audience: Frontline Service Delivery, Managers, Board Members or other (specify)
* Presenter(s) contact information and presenter introductions

**Content must be informational and educational, not commercial. Presentations that are sales pitches for products or services will be eliminated from consideration.**

Review

Conference Committee members will evaluate all proposals based on the information submitted by March 26. Presenters, titles, and content are expected to correspond to the proposal and substitutions of content or presenters require approval by Conference Co-Chairs. Once a workshop has been accepted, presenter or workshop content changes must be submitted in writing to [ncworksconference@nccommerce.com](mailto:ncworksconference@nccommerce.com) for approval.

**Presenters will be notified by July 1, if their workshop(s) is accepted.**

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October 10 - 12, 2018 ~ Greensboro, NC

**RETURN** Proposals via Email to: [ncworksconference@nccommerce.com](mailto:ncworksconference@nccommerce.com)

Please use One Sheet per workshop proposal.

TITLE OF WORKSHOP:

|  |
| --- |
|  |

BRIEF DESCRIPTION: (200 words or less)

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| --- |
|  |

**Workshop Target Audience:**

Direct service staff to customers, students, employers

Management or administration of workforce development, programs, or training

Oversight and advisory positions, such as board members or trustees

Other (specify)

**Tracks – Check all that apply:**

System Alignment & Transformation  Work-based Learning

Employer Engagement  Serving Customers

Professional Development  Technology & Accountability

WIOA

*Continued*

SUGGESTED PRESENTER(S)

(*REPEAT THIS SECTION FOR EACH PRESENTER*)

|  |  |  |  |
| --- | --- | --- | --- |
| **First / Last Name** | | **Title** |  |
| **Agency** |  | | |
| **Address** |  | | |
| **City** |  | **ST/Zip** |  |
| **Phone** |  | **Email** |  |
| **Attending Conference & will pay registration fee** | | **Presenting workshop only—not attending conference** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **First / Last Name** | | **Title** |  |
| **Agency** |  | | |
| **Address** |  | | |
| **City** |  | **ST/Zip** |  |
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| **First / Last Name** | | **Title** |  |
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| **Address** |  | | |
| **City** |  | **ST/Zip** |  |
| **Phone** |  | **Email** |  |
| **Attending Conference & will pay registration fee** | | **Presenting workshop only—not attending conference** | |

**Return completed forms to**: [ncworksconference@nccommerce.com](mailto:ncworksconference@nccommerce.com) by March 26, 2018

Questions?

**Robbin Broome** [robbin.broome@nccommerce.com](mailto:robbin.broome@nccommerce.com), 919-306-1819 *or*

**Colette Trombley**  [colette.trombley@nccommerce.com](mailto:colette.trombley@nccommerce.com), 919-814-0381