



# SOUTHERN ILLINOIS VOLUNTEERISM CONFERENCE

LIGHTING THE WAY FOR SERVICE AND SUCCESS

## Request for Presenters 2011

**Conference Date:**  
**September 29, 2011**

**Location:**  
**Holiday Inn**  
**Mt. Vernon, Illinois**

**Proposals must be received by May 1, 2011**

*Mail/Fax/Email Complete Proposals to:*

Jennifer Witzel  
One Hope United  
111 S. 20<sup>th</sup> St.  
Mt. Vernon, IL 62864  
Ph: 618.731.4278 Fax: 618.242.1150  
Email: [jwitzel@onehopeunited.org](mailto:jwitzel@onehopeunited.org)

## General Information

### ***Conference Mission***

The Southern Illinois Volunteerism Conference (SIVC) provides valuable networking opportunities for volunteer managers/administrators and other volunteer leaders. The SIVC Conference provides quality professional development opportunities focusing on the key areas of a volunteer delivery system including engagement, education, and sustainability of volunteer efforts.

### ***Presenters***

Presenters are provided free conference registration which includes lunch. They will also receive a complimentary display table. Presenters will be expected to bring their own workshop materials and handouts. We will provide a computer for your power point presentation and projector if it necessary. Those submitting proposals will be notified of acceptance by the first of June.

### ***Conference Audience***

The conference hopes to attract volunteer administration professionals with a wide range of knowledge and experience, representing the non-profit, governmental, educational, and private sectors in southern Illinois. Please plan for an average workshop attendance of 40 participants. The goal of for conference attendance is 200, and we hope to offer six workshops during each time slot.

The professional level of our audience varies greatly, therefore we provide workshops for both new and experienced professionals. The workshops will be categorized by the following:

Basic: Audience is new; volunteer coordinators/managers seeking program fundamentals in job design, recruitment, recognition and retention.

Intermediate: Audience is volunteer coordinators/administrators who have been in the field for 1-4 years. This group is looking for workshops pertaining to volunteer training, supervision, and evaluation.

Advanced: Audience is volunteer coordinators/administrators who have been in the field for 5 or more years. The group is looking for workshops that include innovative approaches or best practices that help address challenges in the field. This includes developing and implementing the infrastructure to support volunteer delivery systems as well as the review and analysis of existing volunteer delivery systems, and often incorporates recent research from the field of volunteerism and nonprofit management.

### ***Workshops***

Workshops will be 1 hour in length. Conference presenters will be selected based on proposal quality and workshop relevance to the audience, as well as timeliness and originality of proposal. You will hear back from us by the middle of June regarding workshop acceptance.

**Sample topics** might relate to:

- Fundraising
- Three R's:  
Recruitment/Retention/Recognition
- New Volunteer Managers: Resources you should know
- Finding Community Assets and Resources
- Intergenerational volunteering
- Recruiting teens to volunteer
- Service Learning
- Community Collaboration
- Thinking outside the Box – gaining new insight
- Working with Youth
- Team Building
- Senior Volunteers
- Identifying volunteer roles & utilization
- Baby Boomers and Civic Responsibility
- Working in low income communities
- Presidential Initiatives
- Stress Management / Time Management
- Communication/Marketing/Media Relations
- Recruiting volunteers for non-glamour positions (activities with negative connotations)
- Non-paid internships
- Volunteerism in Healthcare
- Spontaneous/Disaster Volunteer Management
- Developing a comprehensive volunteer plan
- Dealing with difficult people
- Working with disabilities-how to utilize/market

Potential presenters are encouraged to be creative with their workshop titles. However, be clear and concise on workshop objectives and description so that participants have a good understanding of the content of the workshop.

2011 Southern Illinois Volunteerism Conference  
Presenter Information Sheet

Name \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Workshop Details**

Workshop title: \_\_\_\_\_

This workshop best fits the professional educational level checked below. (If your workshop applies to more than one level, check all that apply):

Basic                       Intermediate                       Advanced

***Proposals MUST include: (This information will be used for the conference program/brochure)***

- **Presenter Information Sheet (information on this form needed in full)**
- **Title & Brief Workshop Description**
- **One-page Outline of Workshop**
- **Workshop Learning Objectives**
- **1 Professional Reference with contact information**
- **Short Bio of Presenter(s)**

\* Presenters are responsible for handouts. Expect at least 40 participants per session, unless notified otherwise.

**REMINDER: Proposals are due May 1, 2011 to:**

**Jennifer Witzel  
One Hope United  
111 S. 20<sup>th</sup> St.  
Mt. Vernon, IL 62864  
Ph: 618.731.4278 Fax: 618.242.1150  
Email: [jwitzel@onehopeunited.org](mailto:jwitzel@onehopeunited.org)**