

June 2024 Call for Speaker Submissions

*Meeting name: **Professional Development Session & Summer Social***

*Location: **Metro Toronto Convention Centre, South Building, 222 Bremner Boulevard, Toronto, ON***

*Date: **Thursday, June 20 – Friday, June 21, 2024***

*Estimated attendance: **approximately 150+ people***

*Proposals accepted until **April 26, 2024***

*You will be contacted by **May 3, 2024***

About MPI & The Professional Development Session

Meeting Professionals International (MPI) is the pivotal force in positioning meetings & events as primary communication vehicles and critical components of an organization's success. MPI leads the industry by serving the diverse needs of all people with a direct interest in the outcome of meetings, educating and preparing members for their changing roles and validating relevant knowledge and skills, as well as demonstrating a commitment to excellence in meetings.

The Professional Development session is a Continuing Education Event for Event Professionals wanting to advance their skills and work/maintain their professional designations, designed with the Events Industry Council CMP-IS in mind.

There will also be a Summer Social on property on the evening of Thursday, June 20, 2024. Attendees may choose to attend both events or an individual one. The Summer Social is a networking dinner event that is also a fundraiser for our Chapter.

Conference Presentations

Speakers may choose to use, but are not limited to, the following formats which will incorporate interactivity and creativity.

- **Keynote – 60 minutes**
- **Concurrent / Workshop Sessions – 30-45 minutes**
- **Panel Discussions- 45 minutes**

Expected Outcomes

Session participants will:

- Come away with practical ideas and business skills to apply to their work settings
- Build strong networks and engage in peer-to-peer learning through facilitated and non-facilitated conversations
- Be better equipped to adopt new event industry trends (tech, creative formats, etc.)
- Foster mentorship opportunities amongst peers

Preliminary Schedule (subject to change)

| Time | Activity |
|--------------------------------|--------------------------------------|
| Thursday, June 20, 2024 | |
| 13:30 – 15:00 | Plenary |
| 15:00 – 15:30 | Networking Break |
| 15:30 – 17:00 | Concurrent Workshops |
| TBA | Summer Social Event Dinner Reception |
| Friday, June 21, 2024 | |
| 7:30 – 9:00 | Continental Breakfast |
| 9:00 – 10:30 | Plenary |
| 10:30 – 11:00 | Networking Break |
| 11:00 – 12:00 | Concurrent Workshops |
| 12:00 – 13:30 | Lunch |
| 13:30 – 14:30 | Concurrent Workshops |
| 14:30 – 15:00 | Networking Break |
| 15:00 – 14:00 | Plenary |

Submission Guidelines

All submissions should be sent to mpitojunepd@gmail.com

All supplementary materials such as videos, presentation examples, one-sheets, delivery methods/set-ups and resource needs etc. should be sent to mpijunepd@gmail.com

- Call is open to both MPI members and non-members
- Call is sent by e-blast to all MPI members, and posted on the Chapter website
- All proposals will be acknowledged upon receipt
- Proposals will be reviewed by the Professional Development Committee
- The successful speakers will be notified via email once approved by the Committee
- Unsuccessful bidders will be notified by email and may be considered for future events

The MPI Toronto Chapter thanks you for your interest and submitting your content for the Professional Development Session.

June 2024 PD Session Speaker RFP Questions

First and Last Name:

Email address:

Phone Number:

Job Title:

Designation/Credentials (if applicable)

Social Media Handles (optional):

Brief Presenter Bio:

Proposed Session Title:

- Are you available on both Thursday, June 20 & Friday, June 21?

- Are you most interested in conducting a keynote, workshop, or panel discussion?

- Have you presented this session at an industry event before?
 - If you answered "yes" to the above question, please list dates/events at which the session was presented.

- Session Description: Please describe the subject matter, target audience, and your approach to making this a valuable educational experience.

- As a non-profit, MPI appreciates discounted speaker fees or in-kind donation of services. With this in mind, do you require a speaking fee or travel costs? Will MPI be responsible for any costs? If yes, please specify:

- Why would this session be of interest to event planners and suppliers?

- Please list three learning objectives of your proposed session. Learning objectives should be action items for attendees to take away.