

Request for Proposals

2018 AGM & Education Day

The Manitoba College of Social Workers (MCSW) invites workshop proposals for the 2018 AGM & Education Day to be held on October 17, 2018 in Winnipeg, MB.

Workshop proposals are encouraged to attract a broad audience of approximately 300 social workers. The educational program is open to a wide range of topics relevant to social workers with a defined link to the Continuing Competence Program requirements as outlined on the MCSW website.

<https://mcsw.ca/continuing-competence-program/>

The schedule will include time allotted for a 1 - 2 hour workshop session in the morning and 1 – 2 hour workshop sessions in the afternoon.

Criteria:

- Presenter must be qualified in his/her field of practice as demonstrated by his/her education, experience and membership in good standing with his/her associated regulatory body and/or professional association, if applicable
- Program content must include a defined link to the MCSW Code of Ethics and Standards of Practice
- Program content related to Social Work with Indigenous People must be relevant to Manitoba/Canada
- Preference will be given to Social Workers registered with the Manitoba College of Social Workers or another provincial social work regulatory body

Honorarium

1. A \$200 honorarium will be provided to the primary presenter for a 2 hour workshop. Honorarium amount will be pro-rated based on length of session.

Specify:

- Honorarium (specify name and complete address of recipient)
- Volunteer Presenter (volunteering for MCSW provides Continuing Competence Program credits in the Formal Activities category)

Required Information

2. Workshop Presenter(s) Bio
 - Name, Position, Organization, Email address, Address, Phone Number

- Qualifications
- Experience
- Websites, reviews, if applicable

Biographies will be posted on the MCSW website.

3. Workshop Title
4. Workshop Abstract
 - Brief description of workshop content (for publication)
5. Detailed Description of Workshop
 - Workshop Learning Objectives and Goals
6. Workshop Format
 - Length of presentation (1 – 2 hours)
 - Type of presentation (lecture, interactive, audiovisual requirements – indicate if you will be presenting a video)
 - Description of how presenter will engage audience and invite interaction
 - List of equipment/supplies required to facilitate presentation (i.e. screen, projector, flip charts, markers, microphone (wireless, wired), sound, wifi)
 - Description of resource support required (i.e. delivering hand-outs, assistance to facilitate small group discussions, etc.)
7. Target Social Work Audience (i.e. area of practice, ideal number of participants)
8. Relevance
 - How does the workshop meet the Continuing Competence Program requirements as set out in the Social Work Profession Regulation?
 - How is the workshop topic timely and relevant to social workers?

References

9. Please provide contact information for two references who can confirm the effectiveness of your presentation skills/workshop.

All presenters are responsible for their own travel, accommodations and expenses. Presenters must provide their own laptops, if applicable. MCSW is not responsible for preparing or photocopying handouts but handouts can be posted on the MCSW website upon request.

Please submit proposals and related questions to admin@mcsw.ca. Subject line: 2018 AGM & EDUCATION DAY PROPOSAL.

Deadline for Proposals: June 15, 2018