



Dear HR-Related Subject Matter Expert,

The Pennsylvania State chapter of the Society of Human Resource Managers (PASHRM) is calling for facilitators and presenters for our 2014 Fall Conference, September 24-25 at the Penn Stater in State College Pennsylvania.

The basis of this model is that the field of HR is continually evolving in its response to increasing demands of the business community. As a result, HR should add value and contribute in meaningful ways to employees, company, customers, communities, partners and investors. SHRM's competency model, [Elements for HR Success](#), includes **one technical competency** and **eight behavioral competencies**. The technical competency, Human Resource Technical Expertise and Practice, is the most fundamental requirement for HR Professionals.

- ❖ Human Resource Technical Expertise and Practice— the ability to apply the principles and practices of human resource management to contribute to the success of the business.
- ❖ Behavioral Competencies--- listed below, and further defined on page 4, allow human resource professionals to leverage their technical competence to contribute to organizational success.
 - ✓ Relationship Management
 - ✓ Consultation
 - ✓ Organizational Leadership and Navigation
 - ✓ Communication
 - ✓ Global and Cultural Effectiveness
 - ✓ Ethical Practice
 - ✓ Critical Evaluation
 - ✓ Business Acumen

It is our intent to systematically feature these roles to participants in order to help them improve *their* value to their organizations and advance the profession of Human Resources.

If you are interested in presenting at the Conference, we invite you to complete the attached Call for Presentations Submission. It will be helpful for you to highlight the *tangible takeaways* that attendees will receive as a result of attending your program. Our objective is to make our programs as interactive and fun as possible, the emphasis shifting from information sharing to experiential learning. Proposals that focus on tangible takeaways and have a workshop approach will have a greater probability of selection. If you are not selected as a presenter, you may be able to address our members by participating as a Sponsor.

Please email your completed Submission forms to Ed Krow ekrow@implementationmg.com & Andrew Sholly ASholly@tvcinc.com by Friday, May 15, 2014.

For more information about the disciplines in HR, please refer to www.shrm.org. If you have any questions, please do not hesitate to contact us via email at info@hrpcpa.org.



Thank you for responding to our “Call for Presentations!” We are delighted that you are interested in educating our members. In order to ensure balanced programming, all submissions will be reviewed and evaluated, and presentations will be selected based on the following criteria:

- The degree to which the presentation supports one or more of SHRM’s Elements for HR Success
- Thoroughness of the subject matter and proposal
- Originality of materials
- Quality of learning objectives
- Level of interactivity and method of diverse teaching styles
- Quality of takeaway tools offered to all conference registrants
- Appeal to a diverse and broad spectrum of attendees, from entry-level to experienced

PRESENTER INFORMATION: (*Items with an asterisk will be printed in the event announcement)

Please remember that all information pertaining to this session will be communicated to the primary presenter or his/her designated contact. The primary presenter or designated contact will be responsible for communicating session information to HRP as well as to his or her co-presenter(s). Information in all printed materials will appear exactly as provided on this application. Please check the spelling of all relevant titles, academic degrees, and professional designations. We ask for additional information so that we may contact you prior to the session, if necessary.

*Full Name:	
*Title:	
*Company:	
Address:	
City / Town:	
State:	
Zip Code:	
Office Phone:	
Email Address:	
Contact number in case of emergency:	

Co-Presenter, or Point of Contact (if different) Information: (*Items with an asterisk will be printed in the event announcement)

*Full Name:	
*Title:	
*Company:	
Address:	
City / Town:	
State:	
Zip Code:	
Office Phone:	
Email Address:	
Contact number in case of emergency:	

Are you a current a local chapter or National SHRM member? Yes No



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Have you or your co-presenters presented at a Local/State or National SHRM conference/meeting in the last three years?

Yes No

Please provide a brief summary of your presentation experience and/or your co-presenters experience. Feel free to attach a biography that includes your expertise and qualifications. This will be used for both advertising the session and introductions.

PRESENTATION INFORMATION:

Session Title (10 words or less)

Session Overview (500 words or less; please describe content as well as method of delivery for your presentation, e.g., case study review, interactive exercises, etc.):

Session Summary for publication purposes (50 words or less – may be slightly altered to meet style guidelines and space limitations):

Learning Objectives - please complete this sentence: "Following my presentation, participants will be able to..."
You must submit 3 - 5 learning objectives (tangible take-aways).



Have you presented this topic or a similar topic prior to this venue? Yes No

Have you presented on this topic before and been approved for HR Certification Institute Recertification Credit (HRCI)? Yes No

Please identify the level of audience your presentation will be most valuable to. (Choose one)

- Entry Level** - sessions designed for those new to the HR field or specialize in a specific support function. These sessions have been created to help HR Professionals get started and to have the tools and knowledge to perform specific job-related functions.
- Mid-Level Professional** - sessions intended for generalists, specialists and/or mid level managers with several years of experience looking to obtain the competencies necessary to move to the next professional level or develop competency in a different functional area.
- Senior/Executive Level** - sessions designated for those with ten or more years of HR experience and lead/direct a certain HR function, these sessions should provide the tools and knowledge to take organizations in a new direction.

Identify the HR competencies your presentation will address. (Choose any combinations of competencies which your presentation seeks to develop)

Technical Competencies

- | | |
|--|---|
| <input type="checkbox"/> Strategic Business Management | <input type="checkbox"/> Employee & Labor Relations |
| <input type="checkbox"/> Workforce Planning and Employment | <input type="checkbox"/> HR Technology |
| <input type="checkbox"/> Human Resource Development | <input type="checkbox"/> Global and International HR Capabilities |
| <input type="checkbox"/> Compensation and Benefits | <input type="checkbox"/> Talent Management |
| <input type="checkbox"/> Risk Management | <input type="checkbox"/> Change Management |

Behavioral Competencies

- Relationship Management—the ability to manage interactions with and between others with the specific goal of providing service and contributing to organizational success.
- Consultation—the art of providing direct guidance to organizational stakeholders (e.g., employees and leaders) seeking expert advice on a variety of situations or circumstances.
- Organizational Leadership and Navigation—the ability to direct initiatives and processes within the organization with agility and to gain buy-in from stakeholders.
- Communication—the ability to effectively exchange and create a free flow of information with and among various stakeholders at all levels of the organization to produce impactful outcomes.
- Global and Cultural Effectiveness—the art of managing human resources both within and across borders and cultures.
- Ethical Practice—the integration of core values, integrity and accountability throughout all organizational and business practices.
- Critical Evaluation—skill in interpreting information (e.g., data, metrics, literature) to determine return on investment (ROI) and organizational impact in making business decisions and/or recommendations.
- Business Acumen—the ability to understand business functions and metrics within the organization and industry



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VENUE INFORMATION:

Each room will be provided with a lectern, LCD projector & screen, and one wired lavalier microphone. If you require additional audiovisual equipment, there may be an additional cost to you.

Additional Audiovisual Requirements

- Flip charts & markers
- Additional wired lavalier microphone
- Set-up for Panel Discussion
- Other (please specify)

Note: PASHRM is a non-profit organization and does not monetarily compensate presenters.



*** Terms and Conditions:**

As the primary presenter for this proposed session, I have thoroughly read the submission guidelines, selection criteria, and terms for speaker compensation, and I understand and agree that I will be responsible for communicating in a timely manner with PASHRM Members, the Conference Committee, and any co-presenter(s) regarding information about my session. I understand that:

- The PASHRM has final determination of the format and length of my session.
- I am responsible for adhering to the Call for Presentations deadlines and the guidelines for submission outlined in this document. If I fail to do so, PASHRM reserves the right to remove my session from the conference program.
- I am responsible for submitting presentation materials and handouts prior to the conference for inclusion on the PASHRM web site.
- PASHRM will not produce any handouts onsite. I am responsible for preparing handout material for my session attendees. Please note: All Materials will be provided on a PASHRM web site after the presentation for the attendees to download.
- As PASHRM programs are noncommercial forums, the direct promotion of products and services is prohibited.
- This session may be video or audio taped, and my co-presenter(s) and I agree to this condition.
- I am responsible for obtaining permission to reproduce my handouts if copyrighted by an organization other than PASHRM.
- I must refrain from overt statements, harsh language, or pointed humor that disparages the rightful dignity and social equity of any individual or group.

I agree with the terms and conditions outlined in this Call for Presentations. I also convey my permission and that of my co-presenter(s) for PASHRM to reproduce and distribute the session handouts prior to, during and after the conference. In the event of a cancellation, I will notify PASHRM in a timely manner or send a speaker that is knowledgeable of my presentation.

Please provide any comments or concerns regarding this agreement.

Acknowledgement and Acceptance of Terms and Conditions:

Name Print

Signature

Date