

## Presenting at the 2023 NYEC Annual Forum

April 4-7, 2023 · Omni Servin Hotel, Indianapolis, IN

Thank you for your interest in presenting at the 2023 Annual Forum! We welcome presenters of all backgrounds who are leading efforts, cultivating best practices, and working in communities to better the lives of youth across the nation. At the Forum, our sessions emphasize peer-to-peer learning, discussion, and problem-solving critical issues facing today's young adults. Below are a few items to keep in mind as you consider applying to be a presenter:

### Submitting an application:

1. Please craft a session proposal that fits within the Forum's session tracks which are found on [the homepage](#).
2. [Submit an application here](#) by **November 14th** with the following information ready to enter into the form:
  - a. Your name, email, organization, and title
  - b. Session title, detailed description, and learning objectives
  - c. A profile picture and bio
3. Expect a decision via email during the first week of December 2022.

### Selected Presenters: Next Steps

1. [Register for the Forum](#). Speakers are expected to pay full registration and travel fees and NYEC members can receive a discount on registration fees.
2. [Book your discounted hotel room](#)
3. Update your session description, bio, co-presenters, and materials in your unique Speaker Center by January 31<sup>st</sup>. (link will be sent via email after you are accepted).
4. Prepare to lead an awesome 60-minute session!

### About Sessions:

- All sessions will be in-person at the Omni Severin Hotel in Indianapolis, IN between April 5-6, 2023. Please note that April 4<sup>th</sup> consists of a pre-conference and will not have individual sessions.
- The sessions will be 60-minutes total with a 15-minute break for rest and transition between breakout sessions.
- All session rooms will be equipped with a screen and projector. It is recommended that presenters bring their laptops for their presentations.
- Session rooms can hold a maximum of 50 individuals, however, please expect between 20-30 participants in your session.
- Each session will have an NYEC staff member or board member assigned to troubleshoot technology, assist persons with accessibility needs and keep time for a smooth and successful session.

**FAQs:****Are there registration discounts for speakers?**

*We are willing to work with selected speakers who face financial difficulties. Please note that NYEC member organizations will receive an automatic discount on registration fees. If you are a member and have not received your code please email [nyec@nyec.org](mailto:nyec@nyec.org). For other questions, contact [nyec@nyec.org](mailto:nyec@nyec.org) for more information.*

**When am I expected to present?**

*The full schedule is regularly updated [online here](#). Accepted presenters will be notified during the first week of December, and session slots will be updated shortly afterward. All sessions will be on April 5th or 6th, 2023.*

**I'm applying for the Youth Action Hour, do the above instructions apply to me?**

*No. Youth Action Hour applicants should apply using the [Youth Action Hour Proposal Form](#) (Due December 2<sup>nd</sup>) and will have a separate process and instructions. A virtual option will be available for Youth Action Hour grantees that cannot attend the convening in person. Please check your email after you apply.*

**What if I have multiple presenters?**

*We welcome co-presenters! When you submit your application please indicate the names of your co-presenters, this can be changed/added/deleted at any time before your session. Organizations are strongly encouraged to include young people in their sessions if possible. All co-presenters must register for the conference.*

**Can I receive the email addresses of attendees who attended my session?**

*Due to privacy concerns, we do not send out any contact information for attendees to third parties. Presenters are welcome to connect with attendees or put their emails in the conference portals for further connections.*

**Will attendees be able to find materials/ppt/worksheets for my session?**

*Yes! The conference portal will have all session descriptions, materials, speaker bios, and more. The conference portal will be released in early 2023.*

**I can't present in person, will there be hybrid/virtual options available?**

*All speakers are required to present in-person. Virtual options are limited to special conference events such as our Youth Action Hour. NYEC does feature virtual workshops throughout the year and will consider workshop proposals through a separate workshop process. Please contact [Rashaun.bennett@nyec.org](mailto:Rashaun.bennett@nyec.org) if you have further questions.*

**I have accessibility needs, who do I contact?**

*We are fully committed to meeting all accessibility needs please indicate such needs on your proposal application.*

**When will I know when I am presenting? What if I have scheduling restrictions?**

*The full schedule will be released in mid-December following speaker acceptances. If you have restrictions on when you can present, please indicate so on your application. You can modify your application up until the deadline on November 14<sup>th</sup>.*

# NATIONAL YOUTH EMPLOYMENT COALITION

**What are other ways speakers can participate in the Forum, before or after their sessions?**

*We encourage speakers to fully participate in other sessions, attend post-conference evening activities, connect with attendees, and speak with an NYEC staff member about the benefits of becoming an NYEC member!*



*Thank you again for considering being a part of the Forum and we hope to see you in April!*

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