

Call for Presenters

HR/NY is currently accepting proposals for their upcoming program year. HR/NY does a variety of programming including one hour briefings, seminars lasting several hours in length and conferences lasting a day or longer. We invite you to submit a proposal to share your experience and expertise with your colleagues in human resource management. Others will benefit from your experience while you make a valuable contribution to the profession's field of knowledge.

PROPOSAL REVIEW HR/NY seeks experienced presenters with proven speaking ability. Those with a track record of speaking and performing well at large, national conferences will be given preference. We strive to offer a balanced program of educational sessions by selecting proposals that best fit within the framework of the meeting. **The Vice President, Programs & Education** will review all complete proposals. Final selections will be made by the program producers from those proposals accepted by the **Vice President, Programs & Education**. HR/NY seeks presentations that will provide our attendees with information that will improve their effectiveness on the job. Sessions conducted by practitioners that include practical, immediately applicable work tools will be given preference. We have a strong preference for single speaker presentations. Co-presentations or panels are discouraged.

PROOF OF PAST PERFORMANCE HR/NY strives to offer a balanced program of educational sessions and qualified speakers at our programs. Proof of performance is strongly recommended. Acceptable forms of proof of performance are audio tapes, videotapes or evaluations from a program the speaker previously presented. Letters of recommendation, phone numbers, marketing brochures, books and articles DO NOT qualify as proof of performance. Any proof of performance submitted should be mailed to **HR/NY, 1 AAA Drive, Suite 102, Trenton, NJ 08691**. HR/NY will not return any proof of performance that is submitted.

A NOTE CONCERNING HONORARIA HR/NY has a tradition of using educational conference sessions as a platform for innovation in the field of human resource management. We look for contributors who are willing to share their expertise WITHOUT expectation of payment in the spirit of networking, a purpose for which the Association was founded. HR/NY does not give out HONORARIUMS to any of its speakers or co-presenters and will not reimburse his or her expenses.

We expect presenters to:

- meet all deadlines;
- retain the session content, audio/visual needs as originally submitted;
- not add a co-presenter or change the identity or number of presenters without permission from HR/NY;
- provide high-quality handouts by the date and in the format requested;
- honor HR/NY's commitment to provide education by not showcasing or promoting the speaker's practice, services or products
- respect HR/NY as the sponsoring organization with either positive or neutral comments from the platform; and

In return, HR/NY will:

- Provide a complimentary registration for the meeting/conference and the social events surrounding the meeting.
- Grant you valuable professional exposure.
- Provide you with your evaluation scores after the meeting/conference if requested.

Suggested Topics

Human Capital Asset Management
HR Competencies
Metrics and Measurement of HR
Researching and Reporting HR
Data
HR's Value-Added / Return on Investment
Strategic Management Issues
Outsourcing Basics
Outsourcing Strategy
Re-engineering HR for Competitive

Advantage
Ethical Issues in HR
Emerging Leadership Theory & Application
HR as a Business Partner
HR as Internal Consultant
Global HR Strategy
Best Practices in HR
Emerging Issues in HR
Emerging Management Practices
Business Literacy
Project Management
Change Management

Financial Management
Technology & HR
Emerging Issues in Technology
The Future of the HR Profession
HR Career Progression
Leadership Issues
Creating a Professional Image
Presentation Skills - Oral and Written
Communication Strategies
Diversity
Changing Labor Pool Demographics
Employer of Choice

Employment Branding
Conflict Resolution and Negotiation
Skills for HR
Sexual Harassment
FLSA Compliance / Wage & Hour
Issues
FMLA Compliance
ADA Compliance
EEOC Compliance
Other Regulatory Compliance Issues
Civil Rights Compliance
Affect of Supreme Court Laws on the
Workplace
Privacy Issues
Alternative Dispute Resolution
Disaster Preparedness & Recovery
Employee/Labor Relations
Workers' Compensation
Affirmative Action Compliance
Avoiding Personal Liability
Health, Safety, Security, Violence
Military Leaves of Absence

Employment Best Practices
Employee Relations
Managing Sensitive Employee
Relations Issues

Recruiting Strategies
Staffing Strategies
Retention Strategies
Recruiting for the Workforce of the
Future
Electronic Recruiting/Web-Based
Recruiting
Technical Recruiting
Recruiting Fundamentals
Selection Interviewing
Pre-employment Testing
Reference Checking
Background Investigations
Negligent Hiring
Resume Fraud and/or Fraudulent
Misrepresentation
Employee Handbooks
Workplace Management Issues
Productivity/Workflow Issues
Performance Management
Career Development for Employees
Organizational Development
Succession Planning
Strategies for Employing Older
Workers
Mentoring
Life Balance Issues

Family-Friendly Initiatives
Flexible Work Policies and Practices
Managing a Virtual Workforce
Measuring Team Performance
Workforce Reductions
Mergers and Acquisitions
Wrongful Termination/Discharge

Controlling Health Care Costs
Health Reimbursement
Arrangements
Retirement Plans
Total Compensation
Compensation Philosophy and Pay
Policies
Negotiating Your Salary and Total
Compensation
Direct Pay Systems
Incentive Compensation Systems
Executive and Deferred
Compensation
Non-financial Reward Systems
Employee Benefits
Funding Retirement Plans
Retirement - Compliance Issues
Safeguarding Retirement

INSTRUCTIONS FOR SUBMITTING A PROPOSAL

The following information **must be** completed in order to be considered as a speaker. Submit your name as you wish to see it published. Please include your professional designation (Ph.D., MBA, SPHR, PHR, etc.), after your last name.

ABOUT THE PRESENTER(S)

Please list your name, job title, company and address below: ___ PHR ___SPHR ___ Ms. ___Mr. ___Ph.D.

Name:

Job Title:

Company:

Address:

City, State, Zip:

Phone Number:

Fax Number:

E-mail Address):

Biographical sketch:

What other SHRM events have you previously spoken at?

Where in the New York Metropolitan area have you spoken in the last year?

Will you have a co-presenter?

___ Yes ___ No

If yes, please complete the section below. All fields must be completed in order to be considered. **Please note that HR/NY discourages co-presentations for educational sessions and does NOT reimburse expenses.**

Name of Co-Presenter:

Job Title:

Company:

Address:

City, State, Zip:

Phone Number:

Fax Number:

E-mail Address:

Biographical sketch:

ABOUT THE PRESENTATION

1) TITLE OF SESSION:

2) SUMMARY OF SESSION: In 75 words or less, provide a summary of the content. **If you are selected to present, the description submitted below will be used in promotional flyers and on the HR/NY website.** Please Note: HR/NY may change and/or reduce your title/description for program clarity.

3) Provide a *one sentence primary learning objective of your presentation.* Please do not give bullet points, multiple objectives joined by semi-colons, or several sentences. Here is an example: *This session will help you prepare for changes in the workplace by examining and discussing emerging issues in HR and their affect on day-to-day HR responsibilities.*

4) Type of Presentation:

Is this proposal for a 1-2 hour briefing?

___ Yes ___ No

Is this proposal for a half day seminar?

___ Yes ___ No

Is this proposal for a full day seminar?

___ Yes ___ No

By submitting this proposal I UNDERSTAND THAT I WILL NOT RECEIVE AN HONORARIUM; if I have a co-presenter, he or she will not receive an honorarium and will not have his or her expenses reimbursed. If selected, I agree to adhere to the deadline schedule furnished by program producers. I understand that my conference presentation is not a showcase for promotion of my business, practice or product, and I will not sell my products or services from the HR/NY speaker platform. I also understand that I will be notified about the status of my proposal from HR/NY directly.