First Up
Champions for Early Education

2020 First Up Early Childhood Conference Request for Workshop Proposals
March 6, 2020 at The University of Pennsylvania
All proposals due no later than Friday, September 6, 2019.

About the First Up Conference: The First Up Conference is a regional conference that brings together a diverse group of early childhood educators and professionals from Philadelphia and the surrounding areas for professional development and networking. This includes teachers, administrators, and owners from a variety of geographic locations and backgrounds. The Conference is augmented by a full exhibit hall that includes individuals and organizations that provide goods and services either for early childhood professionals or programs in this region. The First Up Conference is the largest conference of its kind in this region.

About the Application Process: All proposals received by Friday, **September 6, 2019** will be considered for inclusion at the 2020 Conference. Proposals are evaluated based on content and relevance to the conference theme. Applicants will be notified by the end of September if their proposals have been accepted.

General Presentation Information: First Up conference workshops are 90 minutes in length. Presenters must adhere to the program schedule. Conference participants receive PD credit and are expected to attend workshops for the full time allotted for each session.

First Up does not require pre-registration for workshop sessions and is unable to provide exact numbers of participants in advance of the event. Popular workshop sessions can attract an audience of several hundred people, and sessions will not be closed until room capacity has been reached.

Presenters are responsible for providing their own printed handouts, if they choose. First Up will make any digital handouts received by Monday, March 2, 2020 available to participants for download on the event website.

Workshop room sets are defaulted to theater style seating. While a request for an alternate room set can be made (such as banquet style) on the proposal form, preferred set-up is not guaranteed. Presenters will be notified of their confirmed room sets in advance of the event for planning purposes.

Every workshop room will be outfitted with a Wi-Fi connection, projector, screen, wireless lavaliere mic, and speakers. There will be technicians on-site to address any connectivity issues. Presenters are responsible for providing their own laptops and adapters (for non-PC users). Any additional audio-visual requirements are at the responsibility of the presenter and subject to approval by First Up.

Workshops are meant to be learning experiences. The presentation must not be a promotion or endorsement of a commercial product or a for-profit program. Sessions that violate this agreement are subject to cancellation.

Compensation: All confirmed presenters at the First Up Conference will receive a complimentary event registration. These registrations are non-transferable. Unless otherwise agreed upon, presenters are responsible for all meal and travel expenses incurred as a result of event participation.

Please direct all inquiries about presenter and workshop policies to Rebecca Tyrrell, Events Manager at rebecca.tyrrell@firstup.org or 215-893-0130 ext229

First Up Conference Workshop Proposal Form

Presenter Information:
Presenter Name(s):
(Presentations should be limited to no more than 3 presenters.)

Professional Title(s):

Place(s) of Employment:

Presenter Bios: *(Bios should be written in the third person and limited to 150 words per presenter.)*

Presenter Professional Development Credentials:
(If any presenter would like to receive Professional Development Credits for sessions they attend, please provide relevant account information.)

PA Keys Registry ID Number(s):

Act 48 ID Number(s):

Primary Presenter Contact Information:
All communication will be directed through primary presenter's e-mail address.

Name (if different from above):

Street Address:

City, State, Zip:

Email:

Work Phone: Cell Phone:

Presentation Title:
(Presentation titles should not exceed 10 words. First Up reserves the right to edit titles for clarity, content, and style.)

Brief Description of Workshop:

(Description should not exceed 150 words and will be used as a part of the conference registration guide. First Up reserves the right to edit workshop descriptions for clarity, content, and style.)

Presentation Learning Objectives:

1.

2.

3.

Primary Audience:
(Select one.)

Infant/Toddler

Preschool

K-3

Administration

Families

All Audiences

Advocacy

Content Level for Audience:
(Select one.)

Emerging (Professionals that are just entering the field or are studying to become early childhood educators.)

Established (Professionals that have been working in the field for a few years and are seeking additional skills and knowledge to enhance and extend their current practices.)

Experienced (Professionals that have been working in the field for a number of years and are seeking challenging professional development to expand their existing skills, knowledge and practices, and introduce them to latest evidence-based practice.)

Appropriate for all

Additional Information:

Please send your completed form to Rebecca Tyrrell, Events Manager at rebecca.tyrrell@firstup.org no later than **September 6, 2019** for consideration to present at the 2020 Conference. If you'd prefer to mail your application in – it must be **post-marked no later than September 6, 2019** for consideration and sent to the following address:

Rebecca Tyrrell
1608 Walnut St, Suite 300
Philadelphia, PA 19103

Thank you for your submission to present at the 2020 First Up Conference.