



CANADIAN COUNSELLING AND
PSYCHOTHERAPY ASSOCIATION
L'ASSOCIATION CANADIENNE DE
COUNSELING ET DE PSYCHOTHÉRAPIE

Call for Presenters!

The CCPA 2020 Conference will be held from May 7 – 10, 2020 at the Westin Hotel in Edmonton, Alberta. The Pre-Conference day will be held on May 7, 2020. The Conference will be held from May 8 – 10, 2020.

The Canadian Counselling & Psychotherapy Association (CCPA) invites you to submit a presentation proposal. Please share this Call for Presenters with your colleagues. Thank you for your interest in our conference. We look forward to your submission.

**Please note that Intermediate and Advance level presentations will be given priority during the selection process. This does not apply for Poster sessions.*

Instructions for Submissions

- 1) Applications must be received as follows: a
 - a) Pre-Conference Application must be received by **August 12, 2019**. Applications will not be accepted after the deadline.
 - b) Conference Applications must be received by **October 21, 2019**. Applications will not be accepted after the deadline.
- 2) A confirmation of receipt of the proposal will be sent to the email address for the Contact Person listed on the application form.
- 3) For submissions with more than one presenter, all communication will be sent to the Contact Person.
- 4) The Program Committee reserves the right to make final presentation selections. Presenters will be notified of final acceptance and regrets via e-mail to the Contact Person.



- 5) By submitting a presentation proposal, it is understood that the presenter(s) agree(s) to present and to participate as proposed, if accepted. **The conference registration fee and all other expenses incurred to attend are the responsibility of the presenter(s). All conference presenters MUST register for at least the day of their presentation.**
- 6) Write an accurate program description, as you want it to appear in the final program. One of the biggest disappointments is attending a session that is not what you thought it was going to be! The Program Committee reserves the right to edit abstracts.
- 7) Presenters are invited to submit summary reports and copies of their presentations/handouts for possible publication and/or to be posted on the conference website.
- 8) Organizers encourage the submission of presentation proposals in either official language. Sessions can be offered in French or English. A limited number of sessions will be translated simultaneously. The Program Committee will select the sessions to be simultaneously translated and the Conference Coordinator will contact the presenters for their agreement.
- 9) Presenters are responsible for copying their handouts/presentations for distribution to session participants.
- 10) The Program Committee may accept more than one presentation from a single speaker. This will be determined on a case-by-case basis given the number of presentation proposals available and the mix of topics submitted.
- 11) By submitting a presentation proposal, it is understood that the presenter(s) agree to be part of an evaluation process that asks conference participants to evaluate each session they attend.
- 12) Please note that a laptop and an LCD projector will be available for every presentation.



Application Evaluation Process

Each application will be reviewed and evaluated using the following criteria:

- Completeness and accuracy of application
- Relevance to intended conference audience (described below)
- Length of presentation requested and schedule availability. Space is limited. Please indicate your preference on the application.
- Language of presentation. Organizers are committed to offering presentation opportunities in both official languages.
- Level of presentation. The organizers encourage presentations aimed at different levels of knowledge: introductory, intermediate or advanced.
- Style of presentation (provide attendees with a variety of session formats to choose from). Examples:
 - **Interactive**, using demonstrations, discussions and/or lectures.
 - **Individual presentation/demonstration** – intended to provide an opportunity for participants to learn about innovative effective programs and practices related to the various topics listed.
 - **Panel discussion** – intended to target a specific issue or idea. Using a variety of perspectives, the discussion should provide alternative solutions, interpretations or contrasting points of view on the subject.
 - **Hands-on** – intended to actively engage participants over fifty percent of the session time, dealing with curriculum, best practices, and obtaining new skills.

Intended Audience

It is expected that around 500 participants will attend. Intended audience includes:

- Counsellors
- Educators
- Career practitioners



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- Community agencies
- Universities and colleges
- Employment services
- Policy makers

As a Conference attendee, you will receive a special hotel room rate at the Westin Hotel.

For more information, please contact:

Alene Holmes, *Conference Coordinator*

(506) 446-9159

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