

2018 AEMA Stakeholder Summit

Speaker Proposal Form

AEMA is piloting a new approach to Summit planning resulting in a delay confirming Summit date and location. Our goal is to host the two-day Summit in Edmonton or surrounding area the last week of November or first week of December. The exact date and location will be confirmed as soon as an event planner is secured through the competitive bid process (target date of late Summer or early Fall).

New this year: in lieu of a 2018 AEMA Stakeholder Summit theme we have adopted a statement of purpose: ***The AEMA Summit will bring together Emergency Management Partners by providing a platform for strengthening existing relationships, building new relationships, and offering professional development and information sharing opportunities to build a more resilient Alberta.***

Important information to review before completing this application:

- ❖ All speakers are invited to submit proposals for the 2018 AEMA Stakeholder Summit. Speaker proposals that reflect the statement of purpose will have the best chance of being selected.
- ❖ Please submit your completed proposal form to the AEMA Stakeholder Relations team (aema.stakeholders@gov.ab.ca) no later than June 29, 2018*. We will acknowledge receipt of your proposal within two business days.
- ❖ Review of speaker proposals and outreach to successful candidates will occur in July 2018*. Successful candidates will receive formal follow-up confirmation via email. Note: speaker contracts will be required for all speakers outside of the Government of Alberta.
- ❖ For those interested in sponsorship opportunities: the 2018 Summit sponsor and exhibitor program will be handed over to the contracted event planner. If you are interested in sponsoring the 2018 Summit please email aema.stakeholders@gov.ab.ca. A list of interested sponsors and exhibitors will be collected and passed on to the event planner in the Fall.

1. Speaker Information

(if more than one speaker please submit additional speaker information as an attached document)

Name:					
Title:					
Organization:					
Street:					
City:		Province:		Postal Code	
Email:					
Telephone:			Cell:		

2. Discipline/Topic

Select up to **three** categories in which your proposal fits. Please do not check more than three options.

- | | |
|--|--|
| <input type="checkbox"/> Resilience | <input type="checkbox"/> Trends |
| <input type="checkbox"/> Local Emergency Response | <input type="checkbox"/> Safety |
| <input type="checkbox"/> First Nations Emergency Management | <input type="checkbox"/> Mitigation |
| <input type="checkbox"/> National/International Emergency Response | <input type="checkbox"/> Recovery |
| <input type="checkbox"/> Crisis Communications | <input type="checkbox"/> Volunteers |
| <input type="checkbox"/> Business Continuity | <input type="checkbox"/> Academic/Research |
| <input type="checkbox"/> Partnerships | <input type="checkbox"/> Lessons Learned |
| <input type="checkbox"/> Community Engagement | <input type="checkbox"/> Table Top Exercise |
| <input type="checkbox"/> Innovation/Technology | <input type="checkbox"/> Leadership |
| | <input type="checkbox"/> Emergency Social Services |

3. Format

What is the format of your proposed session? Select all that apply.

- Single speaker
- Panel
- Workshop
- Other (please specify):

4. Session Title and Description

This information may be used on the AEMA website and/or included in Summit material if your proposal is accepted. Please include a title and description that reflects your proposal and draws attendees to your presentation.

Session Title:	
Intended Audience(s): <i>check all that apply</i>	<input type="checkbox"/> Municipalities <input type="checkbox"/> Emergency Responders <input type="checkbox"/> First Nations <input type="checkbox"/> Consequence Management <input type="checkbox"/> Business Continuity <input type="checkbox"/> Emergency Social Services <input type="checkbox"/> Communications <input type="checkbox"/> Innovation/Technology <input type="checkbox"/> Academia <input type="checkbox"/> Leadership <input type="checkbox"/> Other (please specify):

Description (250 words maximum):

5. Action Items

What three actions can delegates implement after they leave your session?

6. Bio

Provide information that supports why you are qualified to speak about this topic. Please provide both a long form and short form bio, both written in third person only. If your proposal is accepted, the long bio will be used on the AEMA website and/or included in Summit material and the short one will be used to introduce you at the event.

Long (250 words maximum):

Short (approximately 60 words):

7. Photo

Please submit a high-resolution headshot when submitting this completed form. Do not copy and paste an image into this form. If your proposal is accepted, this is photo will be used on the AEMA website and/or included in Summit material.

By checking this box, I confirm that I enclosed a high-resolution headshot

Deadline to submit is June 29, 2018.

Completed speaker proposal forms can be sent to to: aema.stakeholders@gov.ab.ca

Only those who are selected to speak at the 2018 AEMA Stakeholder Summit will be contacted. Your proposal will be kept on file until December 2019.

Please note: while we will reimburse travel costs, we do not offer a fee for speaking. All proceeds from sales of books, products, services or other items go to the speaker.

The collection of personal information is necessary to support the 2018 Alberta Emergency Management Agency Stakeholder Summit and the review of speaker proposal submissions. The collection is authorized under Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the privacy provisions in the Act.

If you have questions regarding the collection of your personal information, contact us at: Alberta Municipal Affairs, Alberta Emergency Management Agency, email: aema.stakeholders@gov.ab.ca

Thank you for taking the time to submit your detailed speaker proposal. We look forward to reviewing your submission.

Date: May 2018