

ICF Cleveland Presentation Proposal

We at ICF Cleveland appreciate your interest in presenting to the members of our chapter. Please complete this form, and return your fully completed document by August 31 of the current year for next year's programming to: Susanna@Live-Good-Life.com

Personal Information

Name & Title:			
Company:			
Company Address:			
Email Address:			
Work Phone:		Cell Phone:	
Memberships:	ICF Global <input type="checkbox"/> Yes <input type="checkbox"/> No	ICF Cleveland <input type="checkbox"/> Yes <input type="checkbox"/> No	Others Of Interest
Credential:	ICF Global Credential <input type="checkbox"/> MCC <input type="checkbox"/> PCC <input type="checkbox"/> ACC	Others Of Interest	

Presentation Topic Summary

Presentation title:	
Description of the overall learning objective of your presentation.	

<p>Short Session Description (200 words or less): This will be used on the ICF Cleveland website to market the session and drive attendance to your session – create a compelling description for our coaches that is indicative of the topic and content of the presentation.</p>	
<p>List 3-5 clearly stated learning objectives that answer the following:</p> <ol style="list-style-type: none"> 1. What will participants learn or be able to do differently as a result of this session? 2. As a result of this session, what new tools/techniques, knowledge/theory, or new resource/information will participants receive? 	

Logistics

<p>Equipment requirements for your program:</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Flip Chart with markers <input type="checkbox"/> White Erase Board With Markers <input type="checkbox"/> Projector <input type="checkbox"/> Screen <input type="checkbox"/> Laptop Computer <input type="checkbox"/> Wireless lapel mic
<p>Audience seating requirements:</p>	

CCEU Information

ICF Global Continuing Coach Education Units (CCEUS) recommended for your session (must total 100%):	Core Competencies _____ % Resource Development _____ %
ICF Global Core Competencies This Session Addresses: (check all that apply)	<input type="checkbox"/> Meeting Ethical Guidelines & Professional Standards <input type="checkbox"/> Establishing the Coaching Agreement <input type="checkbox"/> Establishing Trust & Intimacy with the Client <input type="checkbox"/> Coaching Presence <input type="checkbox"/> Active Listening <input type="checkbox"/> Powerful Questioning <input type="checkbox"/> Direct Communication <input type="checkbox"/> Creating Awareness <input type="checkbox"/> Designing Actions <input type="checkbox"/> Planning & Goal Setting <input type="checkbox"/> Managing Progress & Accountability

Presenter Background Information

For RFPs only (not confirmed speakers): Please provide a brief description of your experience as a coach, facilitator or presenter.	
For RFPs only (not confirmed speakers): Contact information of three (3) persons/groups who have heard you present including date and topic.	
Attach a copy of your biography and your photo in jpeg format.	

Thank you for your interest in presenting at ICF Cleveland. We appreciate your time and the your submission. Notification will be made by September 30th of the current year.