

Skill Building Workshops

CityMatCH MCH Leadership Conference

Deadline:

Proposals must be electronically submitted no later than **March 1, 2019 at 11:59 PM Pacific**. Late submissions will NOT be considered, nor will submissions be returned. Please email questions to the CityMatCH Conference at: citymatchconference@unmc.edu

Description:

Skill-building Workshops provide 90-minutes of in-depth information about a designated topic to enhance skills necessary for the applied practice of MCH epidemiology, leadership, and programs. Learning objectives are required and participants will leave the workshop with increased knowledge about a particular topical area.

Examples of a workshop include:

- Analytic skills (data analysis)
- How to build authentic community engagement
- Effective communication for advocacy, behavior change
- Program and policy design
- Developing an evaluation plan

NOTE: Workshop venues do NOT include computer workstations, although internet access can be provided on request and participants may bring their own laptops.

Required Documentation:

All sections of the workshop proposal form must be completed; incomplete submissions will not be considered and will not be returned. **Communications and announcements from CityMatCH will be sent only to the identified session organizer. Each presenter will need to register for the conference, no exceptions.**

Proposal Requirements:

Submitting a proposal implies that you understand and agree with the provisions of submission. Proposals must be submitted in English only. All communications and announcements will solely go to the identified session organizer (whomever submits the proposal). Proposals must include the following for consideration and will be reviewed on the strength of the following items:

- Title of session and name of primary and co-presenters
- Biographical sketches for each presenter
- Session moderator (Session organizers must identify and arrange for a moderator)
- Learning objectives (at least three, 75 words)
- **Short description** of proposed session that will be included in the conference app (275 word limit)
- Justification for proposed session (150 word limit)
- **Long description** of proposed session that will be used for judging (1500 word limit)

NOTE: Do NOT use **bold**, *italics*, underlines, tabs, hard returns, or ALL CAPITAL LETTERS in the submission (including authors, titles, and text. Do NOT include line graphs, tables, or attachments

Please submit your session prior to the deadline: March 1, 2019, 11:59 PM Pacific.

Skill Building Workshops

CityMatCH MCH Leadership Conference

Workshop Acceptance Criteria

<i>Proposal quality</i>	<p>The submission was well-written and workshop content is clear</p> <p>The short description is appropriate for use in the app “as-is”</p> <p>The intended audience and required skills is clear</p> <p>The learning objectives clearly state knowledge and skills participants will gain</p>
<i>Workshop content</i>	<p>Use of the 90-minute time period is clearly laid out.</p> <p>The content is important to public health practice</p> <p>The content is innovative in some way</p> <p>The content is of interest to a significant portion of our usual conference attendee population</p>
<i>Workshop quality</i>	<p>Includes a meaningful audience engagement or hands-on component (i.e. not only lecture with Q&A)</p> <p>Presenters are identified and their information is complete</p> <p>Presenters have expertise in the content area</p> <p>Presenters have presentation experience and teaching skills</p>