Concurrent Session Expression of Interest Form

Instructions:

1. Ensure you have read this Concurrent Session Expression of Interest Information Pack and contact Anne Fitzpatrick at [afitzpatrick@acfid.asn.au](mailto:afitzpatrick@acfid.asn.au) with any queries.
2. Communicate internally within your organisation to check what other EoIs may be planned – where possible consolidate and prioritise submissions.
3. Attend an Info Session to ask any questions or clarifications you may have.
4. Complete the Concurrent Session Expression of Interest Form using the template below, ensuring all sections are answered.
5. Send the Expression of Interest Form to Anne Fitzpatrick at [afitzpatrick@acfid.asn.au](mailto:afitzpatrick@acfid.asn.au) by COB Friday 12th July 2024. Please note, we will not be able to accept late submissions.

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| **Proposed session title:** | | | | |
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| **Hosting organisation/s:** | | | | |
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| **Main contact person for this Expression of** **Interest** (they will coordinate with ACFID regarding the session planning, collect speaker bio, photos etc) | | | | |
| Name: | | | |  |
| Organisation: | | | |  |
| Email: | | | |  |
| Phone Number: | | | |  |
| **Session Description**   1. What issues and ideas will your session explore? 2. How will your session contribute to the Conference theme of ‘Solidarity and Resilience’? | | | | |
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| **Session Outcomes:**   * What will delegates gain by attending your session? * How will your session share practical insights and/or actionable strategies? | | | | |
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| **Proposed Format** for your session (please select one): | | | | |
| Workshop / Learning Lab / Case Studies / Roundtable Discussion / Panel Discussion / Other (provide details) | | | | |
| Additional detail on proposed session format: | | | | |
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| **Mode of delivery** of session (please select one):  Please note –  For Face to Face Delivery, all speakers must either be able to attend the Conference in person OR their section will need to be pre-recorded. There will not be facilities to ‘dial in’ speakers to concurrent sessions.  For Virtual Delivery, all speakers will need to be off site from the Conference. There will not be facilities for Conference delegates to join online sessions from the venue. | | | | |
| Virtual Delivery / Face to Face Delivery / Could be either Virtual or Face to Face | | | | |
| **How will your session involve delegates?** E.g. moderated discussion, moderated Q+A, quick polling etc. | | | | |
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| **Preferred time allocation (60 or 90 minutes):** | | | | |
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| **Proposed Speakers** | | | | |
| Speaker 1 | | | | |
| Name: | | |  | |
| Organisation: | | |  | |
| Location: | | |  | |
| Short bio (dot points fine at this stage. Proper bio will need to be provided before conference): | | |  | |
| Speaker 2 | | | | |
| Name: | |  | | |
| Organisation: | |  | | |
| Location: | |  | | |
| Short bio: | |  | | |
| Speaker 3 | | | | |
| Name: | |  | | |
| Organisation: | |  | | |
| Location: | |  | | |
| Short bio: | |  | | |
| Speaker 4 | | | | |
| Name: |  | | | |
| Organisation: |  | | | |
| Location: |  | | | |
| Short bio: |  | | | |
| **For face-to-face sessions, would any speakers be travelling to Australia to be part of this session?** **If so please provide details.** We like to be aware so we can see if we can incorporate them in any other sessions or conference activities. | | | | |
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| Other information about your proposed session: | | | | |
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