



Pittsburgh Human Resources Association

Proposal for Providers of Presentations or Services

The PHRA uses the **Proposal for Providers of Presentations or Services** to process requests submitted by both its current and prospective members to provide pro bono presentations or services to our membership. Our non-profit association, an affiliate of The Society for Human Resource Management (SHRM), is currently comprised of over 1,100 decisions makers in the Western PA region. Opportunities include access to prospective members and/or people in the general business community. We appreciate your interest in submitting a proposal to share your experience and expertise.

Currently the PHRA is looking for **Proposal for Providers of Presentations or Services** for the 2012 Annual Conference and the Learning and Professional Development offerings held at the PHRA office.

When completing the form please specify if you are interested in presenting at the Conference, monthly offerings at the PHRA Office or both.

2012 Annual Conference & Exhibition

60-75 minute presentations
October 9-10, 2012
Regional Learning Alliance
850 Cranberry Woods Drive
Cranberry Township, PA 16066

Breakfast Series and Mini Conferences

1 – 4 hour presentations
Scheduled throughout the year
PHRA Offices or locations throughout the Pgh area
425 Sixth Avenue, Suite 1650
Pittsburgh, PA 15219-1850

Targeted Topic Areas of Interest in 2012:

Topics do not need to fit into one of these areas, but these are topics that we are targeting for 2012 based on member interest and current business trends.

1. HR Technology primarily the ROI of implementation, selection process, and general implementation
2. Social Media in HR
3. Succession Planning
4. New Performance Appraisal Management Models
5. Healthcare Reform
 - Healthcare Issues
 - Wellness & Disease Management
6. Telecommuting
 - Virtual Employee Management
7. Employee Engagement
 - Human Capital Management
8. Change Management
 - Strategic Planning
9. Project Management
 - Strategic Planning
 - Planning & Organizational Skills
10. Global HR - Expatriate Management

Please send your completed proposal submission form by to:

Learning and Professional Development Committee
Pittsburgh Human Resources Association
425 Sixth Avenue, Suite 1650
Pittsburgh, PA 15219-1850
Fax (412)261-0773
Email: LLamping@pittsburghhra.org
www.pittsburghhra.org

In order to be considered for the 2012 annual conference, proposals must be returned by March 16, 2012

INSTRUCTIONS FOR SUBMITTING PROPOSAL

- All Proposal information may be submitted by mail, fax or via e-mail as a Word document.
- Optional – you may include proof of performance – videotape evaluations from past speaking engagements or letters of recommendation.

Proposal Review and Selection Criteria: The Learning and Professional Development Committee will review all complete proposals and evaluate them on their relevance to our members' needs and the conference theme. All proposals will be acknowledged and all potential speakers/providers will receive notification of the final disposition of their proposal.

The LPD committee requests that presenters specify whether they are gearing their presentation toward the entry-level HR professional, mid-level HR professional or senior-level HR professional.

We expect presenters to:

- Meet all deadlines
- Retain the session content and audio/visual needs as originally submitted
- Not add a co-presenter or change the identity or number of presenters without prior notice
- Honor the Pittsburgh Human Resources Association's commitment to provide education or services without showcasing the provider's practice, services or products (i.e. No selling from the podium)
- Provide their own handouts consistent with PHRA policies

In return, The Pittsburgh Human Resources Association will:

- Grant providers valuable professional and personal exposure to a diverse audience
- Offer providers the opportunity to enhance their professional development and earn HRCI re-certification credits
- Provide the opportunity to meet and network with HR professionals and members of the business community
- Provide the opportunity to present contact information and materials

By becoming a part of PHRA's Programming Calendar, your business or organization will:

- **Connect** with a target audience comprised of Pittsburgh and the tri-state region's largest assembled group of HR professionals
- **Gain visibility** through listings in conference printed materials
- **Showcase** your products and services
- **Network** in both social and business environments
- **Enhance** your position in the marketplace

Honoraria: The Pittsburgh Human Resources Association seeks contributors who are willing to share their expertise in the spirit of networking. We are unable to provide an honorarium.

Thank you for your interest in the Pittsburgh Human Resources Association. Please remember to submit your proposal no later than March 16, 2012 to be considered for the 2012 Annual Conference.