

## Call for Pre or Post Conference Proposals

# 21<sup>st</sup> Conference for Integrative and Energy Therapies

*Annual Energy Psychology Conference*

## Integrating Ancient Wisdom with Modern Science

### Pinnacle Hotel Harbourfront

1133 West Hastings Street

Vancouver, B.C.

Tel: 1-844-337-3118

Main Conference: Friday October 18<sup>th</sup> to Sunday October 20<sup>th</sup>, 2019

Pre-Conference Workshops: October 17

Post-Conference Workshops: October 21

### CALL FOR PRE or POST CONFERENCE WORKSHOP PROPOSALS

**CAIET invites qualified energy psychology practitioners and mind-body oriented practitioners, to submit a proposal to present a full day pre or post conference workshop at the 19th annual Energy Psychology Conference.**

There will be one pre conference day on Thursday October 17 and one post conference day on Monday, October 21.

Proposals must be submitted by **February 18, 2019 (midnight Eastern Time)**. There will be no extensions to this deadline. We strongly advise you to submit your proposal prior to the deadline as proposals may be returned for revision if directions are not followed. All revisions must be resubmitted by February 5. No extensions will be granted.

**All pre and post-conference submissions must relate to Energy Psychology.**

**All proposals are to be submitted online at <http://caiet.org/proposals>**

You will also have the opportunity of selling your books, manuals, CDs, and other items in our professionally managed conference bookstore.

### CRITERIA FOR PRE and POST WORKSHOP ELIGIBILITY:

1. The trainer is well-known, and thus will attract reasonable numbers of workshop registrations
2. The trainer has a track record (at EPCs or other venues) of giving workshops that are consistently highly rated by the participants (documentation will be required if you've not presented at prior EPCs)

3. The topic is likely to generate reasonable numbers of workshop registrations
4. The presenter (or if more than one, at least one presenter) meets minimum continuing education criteria (a minimum of a Master's Degree in a related field)
5. All sections of the Proposal are fully completed per instructions in the Pre/Post Workshops Call for Proposals document below (incomplete proposals will not be considered)
6. The trainer is willing to sign the CAIET presenter contract regarding financial agreements, sign up deadlines, minimum numbers needed, etc. as detailed in this document)

**NOTE:** While we will consider all eligible trainers, preference will be given to those who also:  
1) Have given very highly rated presentations at previous EPC conferences; 2) Are members of CAIET; 3) Submit a proposal for a 2-hour breakout session.

### **TERMS FOR PRESENTING A PRE or POST CONFERENCE WORKSHOP**

1. Commitment to split the net revenue (after expenses) 50% to you and 50% to CAIET.
2. Commitment to help publicize the conference through your e-mail list
3. Commitment to send 3 dedicated E-mails to your E-mail lists and Ezines. CAIET will provide you copy with links. You are free to customize.
4. Commitment to list the workshop and the conference on your website.
5. Commitment to provide all required paperwork within submission deadlines.
6. Willingness to submit a breakout during the main conference.
7. Once accepted, willingness to sign the pre conference agreement that will be sent to you.

### **Continuing Education:**

Through CAIET CE credit has been applied to CCPA (Canadian Counseling and Psychotherapy Association).

The Ontario Society of Psychotherapists (OSP) and the Ontario Association of Consultants, Counsellors, Psychometrists and Psychotherapists (OACCPP) will honour CE credits if members can demonstrate that the event is relevant to their practice.

In addition, your certificate may qualify for eligibility for continuing education credits when submitted to your own professional college or association.

**IMPORTANT:** CAIET reserves the right to cancel any workshop due to insufficient registration at its discretion. Notice will be given 3 weeks before the date of the conference for any workshop that has fewer than 5 people enrolled at that time. After that, the hotel holds us responsible for the meeting

rooms. Should your workshop have to be cancelled would you still be available to present your breakout (if scheduled for one) since you would already be published in the conference brochure?

#### NOTE TO RETURNING PRESENTERS

Please refrain from proposing a repeat pre/post conference

While you can certainly present on the same method, please do it from a different application or topic. New workshops will be given preference over those previously delivered.

#### PRE/POST - CONFERENCE PRESENTATION PROPOSAL CONTENT REQUIREMENTS

We invite proposals on a wide range of training opportunities that help attendees develop or expand their skills and expertise as Energy Psychology practitioners. Our overall goal is to more fully define, establish and promote the evolving discipline of Energy Psychology through Theory, Application, Innovation and Research.

NOTE: If you have presented a workshop for us previously, you are asked to please update both your material and title.

#### Presentation Information

- **Workshop Title:** Make it descriptive and engaging and as brief as possible.
- **Introduction:** State the purpose and rationale for the presentation. This is a summary of what you will be presenting and how this is relevant to one or more of the conference objectives.
- **Format of Presentation** - lecture (didactic), demonstration, case study, group interaction, discussion, experiential/exercises, video, etc.
- **Workshops schedule:** 9:00am to 5:00pm with one and one half hours for lunch and two 15 minute break (one in the morning and one in the afternoon) for a total of 6 CE hours.
- **Audience Skill Level Pre-requisites:** Beginner, intermediate/advanced (specify exactly what prior training registrants must have in order to sign up -- e.g., "prior training in TAT required;" or, "no prior energy psychology training necessary, etc.")
- **Presenter Biographical Summaries and Contact Information:** List each trainer's full name, title, degree (please use only your highest credential), professional licenses, and affiliation, as you would like this to appear in the conference program book. Include email address, complete mailing address, telephone number, fax number and any website information for each presenter. Please indicate which person is the primary contact. In addition, state whether you are a CAIET (or ACEP) member.
- **Workshop Content Outline** - An outline is a Roman numeral or bulleted skeleton of what you will cover and in what way, and how much time you plan to spend on each section in 30 minute increments. Time total should add up to 6 hours excluding lunch and breaks. Seminars are expected to begin at 9am and end at 5pm.
- **Objectives: IMPORTANT**
  - State 5 objectives in measurable, behavioral terms for continuing education

purposes. (Example: "Upon completion of this session the participant will be able to name three aspects of the human electromagnetic system; etc.")

NOTE: these must be behavioral objectives with measurable outcomes.

Terms such as "understand", "be familiar with", "learn" and "appreciate" are NOT measurable.

Acceptable terms include: List, Describe, Name, Delineate, Identify, Explain, Categorize, Classify. For instance:

- "Identify two distinctly different types of information processing;" or
- "Name the three major aspects comprising the Human Vibrational Matrix;" or
- "Name seven root lineages from which EP methods derive;" or
- "List three of the early EP methods and the names of their developers;" or
- "Describe three levels of energy field disturbance, and one EP treatment approach believed to address each of these three levels."
- **Evaluation:** - Develop one question related to each objective that can be used to test what the learners have achieved. (Example: "Three aspects of the human electromagnetic system are (1)\_\_\_\_(2)\_\_\_\_and (3)\_\_\_\_ (4)\_\_\_\_ and (5)\_\_\_\_.").
- **Bibliography:** Relevant books or articles that pertain to your presentation in APA format.
- **Publicity Description/Brochure Text:** Provide a concise and engaging 45 maximum word description of your workshop (subject to editing) as you would like it to appear in the conference marketing brochure if selected.
- **Abstract for CE Credit:** - Provide a dry, professionally worded, technical description of your workshop, to be used for CE documentation purposes only, NOT for publicity.
- **Resumes or CV & Photo:** Submit a complete resume or curriculum vitae in word document format as well as a headshot photo (web resolution) for each speaker.
- **Audio-visual needs anticipated** - One flip chart and a screen are standard, with further options of stools for demos. Please specify requirements beyond this.

NOTE: Presenters are expected to bring their own laptops and LCD projectors for power point presentations or make arrangements to borrow or rent onsite.

**ALL PROPOSALS MUST BE SUBMITTED ONLINE  
BY FEBRUARY 18, 2019 (midnight Eastern Time) at  
<http://caiet.org/proposals>**

Once your proposal has been submitted the primary speaker will receive an e-mail acknowledgement. If you do not receive confirmation within 48 hours, please send your inquiry to [proposals@caiet.org](mailto:proposals@caiet.org) . Please download the hardcopy of the call for proposals with clarifying information. You must have an e-mail address so that we may notify you that

your proposal has been received. You will also be notified by e-mail if your proposal has been accepted.

## **BENEFITS OF GIVING A PRE/POST WORKSHOP AT THIS CONFERENCE WILL INCLUDE:**

- Your name and description of your work are circulated to thousands worldwide.
- You will be our honoured guest at a special Presenters' Welcome Reception
- Conference registration at a vastly discounted rate. (All presenters must register for the conference).
- You will likely make enough money to offset some of the cost of attending the conference.
- You may sell your books, CD's, DVD's etc., at our professionally run bookstore. (Please note that CE requirements prohibit the sale of books, materials or products during the course of individual seminar sessions.)
- Most importantly, presenters share their knowledge with a highly skilled, influential group and play a significant part in the advancement of this dynamic, expanding field

You may bring brochures or other announcements of your workshops or samples of products to display at the back of the room during seminar sessions. Many previous presenters have successfully marketed enrolment in their training programs through conference contacts. *Although presenters are not allowed to sell products or training courses during sessions, CAIET is happy to support this in other professionally appropriate ways.*

Thank you for choosing to be at the forefront in helping this expanding field mature by participating in this conference and by choosing to be a member of CAIET. Please encourage your colleagues to attend this conference and to support our efforts.

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**CAIET** is recognized as a non-profit organization Ontario Corporation Number 1774109. The Canadian Association for Integrative and Energy Therapies (CAIET), formerly Meridian Seminars, was founded in 2008 as a Canadian nonprofit organization of licensed mental health professionals and related energy health practitioners committed to promoting the knowledge and understanding of Energy Psychology by providing and underwriting educational workshops and an annual Energy Psychology conference for professionals as well as for qualified and interested consumers. CAIET is committed to promoting the practice of complementary healthcare, with emphasis on Energy Psychology. Our vision is to advance knowledge, research and awareness of the practice of Energy Psychology as a developing complementary modality within the interactive mind/body structure. Our mission is to be a resource for healing and learning through the expanding field of Energy Psychology and to operate with integrity, purity of intent, generosity of spirit and an open mind.

For further information and to join, please visit the CAIET website: [www.caiet.org](http://www.caiet.org)

For more information please contact:

Email: [info@epccanada.ca](mailto:info@epccanada.ca)

Phone: 416-221-5639

Conference Site: [www.epccanada.ca](http://www.epccanada.ca)