

Call for Proposals —
24th Annual Westberg Parish Nurse Symposium

“Thriving in a Changing World”

Proposal Submission Instruction for Oral Presentations and Posters
September 17-19, 2010
St. Charles Convention Center
St. Charles, MO

Calling all parish nurses and health ministers!

Share your experience, projects, and passion with others through:

- Worship—a 30 minute spiritual experience
- A presentation—75 minutes of interactive teaching
One presenter receives a \$175 discount on a registration
- A poster display—shown throughout the symposium with a one hour presentation on Friday evening
A poster presenter receives \$100 off a registration

It's easy! What have you taught in the past? What program have you initiated in your church/network? What inspirational tools would you like to share?

Deadline for submitting an abstract and biography: Jan. 8, 2010

Save the abstract summary & biographical form to your computer, complete per following instructions, and forward to Mary Slutz at mslutz@eden.edu per email. Samples are available on our website (www.parishnurses.org) to assist you with your submission.

ALL forms must be submitted in WORD. Once received, a blind review of all submissions will be conducted to select the sessions.



Twenty-Fourth Annual Westberg Parish Nurse Symposium
“Thriving in a Changing World”
Saint Charles, Missouri
September 16-19, 2010
CALL FOR PROPOSALS

You are invited to participate in the 24th Annual Westberg Parish Nurse Symposium by submitting a proposal for a breakout session or a poster. Parish nurses, coordinators, clergy, chaplains, laypersons involved in health ministry, and health educators are encouraged to submit proposals.

Parish nursing can thrive in challenging times because intentional spiritual care is our core. This symposium will equip parish nurses with strategies and tools to enhance wholistic ministries to learn how to thrive for survival. Presentations should address one of the following symposium objectives:

- Identify three strategies for balance of personal and professional life through spiritual growth and renewal.
- Discuss the development of collaboration and networking in times of limited resources and increasing needs.
- Implement ideas to build and sustain fervor in their ministry/practice.
- Select tools and strategies to promote value, effectiveness and visibility of their parish nurse practice.

Breakout Sessions

A breakout session is a 75-minute presentation. Fifty minutes should be formal presentation with 25 minutes allotted for formal and informal discussion. If your proposal is accepted, you or your group will receive a \$175 voucher for a registration to the symposium. At least one presenter per each breakout session will be expected to register for the symposium.

Poster Sessions

A poster is a visual display that offers information about a program or educational activity or presents findings of a research project. Each poster will be awarded a \$100 voucher towards a registration to the symposium. One presenter per poster will be expected to register for the symposium. If needed, one tri-fold display board per poster presentation will be provided.

Submitting a Proposal

By January 8, 2010, please submit an abstract and biographical data form via email, using the on-line forms. If uncertain about the format, a sample is located at our website. The abstract must contain the following elements.

- Title: Be clear in intent and state in as few words as possible;
- Content Overview: Summary of approximately 175 words describing the breakout session or poster you would like to present; and
- For a breakout session, please indicate if the session is designed for PN Implementation/Programming, Educators/Research, PN Roles/Tools, Administration/Leadership, or Spirituality/Self-Care.
- **For CE application**, a biographical data form—not academic vita or resume—must be submitted for each presenter.

Submission requirements:

Email: 1 Abstract Form & 1 Biographical Data Form to mslutz@eden.edu. Forms available online in MS Word format at www.parishnurses.org under the 'Events' tab — Westberg Symposium. No Faxed or mailed forms will be accepted due to the format for processing the CE application.

These forms must be first be downloaded to your computer, then saved before completing and emailing. We are unable to accept any other CE formats or forms so please do not change the formats of these forms. We can not accept academic vitas or resumes in place of the biographical data form.

Accepted Proposal Instructions:

If your proposal is accepted through the blind review, you will be required to submit via email, an educational documentation form (outlines your presentation) an AV request form, and other documents needed for CE application and symposium planning.

These forms will arrive with your acceptance email. To be included in the **Proceedings CD**, breakout session presenters must submit by email one of the following: an academic paper in MS Word format, a PowerPoint presentation, handouts, or an outline.

Schedule for submission of documentation for brochure development and CE application:

- | | | |
|---|----------|------------|
| • Receipt of abstract and biographical data form | January | 8, 2010 |
| • Abstracts sent out for blind review & selection | January | 8-25, 2010 |
| • Presenters notified of selection for Symposium | February | 1, 2010 |
| • Accept invitation to present by returning a signed speaker agreement | February | 15, 2010 |
| • Submission of: material for proceedings book, Audio-Visual request (one per group), conflict of interest form, and registration | May | 3, 2010 |

Register online through the IPNRC website or send payment and registration form to:

MAC MEETINGS & EVENTS
801 North Second Street, Suite 302
Saint Louis, MO 63102

If you need additional information,
contact Mary Slutz at 314.920.9941, mslutz@eden.edu.