



## EDUCATIONAL SESSION PROPOSAL

KRPA Annual Conference and Trade Show

January 31-February 2, 2023 at the Sheraton in Overland Park, KS

This form must be filled out completely for the session to be considered by the branches. No handwritten submission will be accepted. Please type in your information in the fillable spaces below. Branch representatives will contact speakers to confirm or decline session proposals. The KRPA Office will finalize all contractual arrangements with selected paid speakers.

**SPEAKER INFORMATION:** (Required) Attach a resume for each speaker. This is required for CEU's.

\*Commercial companies **MUST** be a conference exhibitor at the \$825 or higher level to present a session.

FULL NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SHORT BIO: \_\_\_\_\_

**SECOND SPEAKER** (Optional) FULL NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

**SESSION TITLE:** \_\_\_\_\_

**SESSION DESCRIPTION** (add pages as needed): \_\_\_\_\_

### **SPEAKER REQUIREMENTS:** (check all that apply)

(Speakers who are members of KRPA or employed in the field of parks and recreation or employed in park law enforcement in Kansas, or commercial companies are not eligible for honorarium, expense reimbursement or waiver of registration fees.)

Fee/Honorarium \$ \_\_\_\_\_

Mileage \$ \_\_\_\_\_

Lodging (Dates \_\_\_\_\_) \$ \_\_\_\_\_

**AUDIO VISUAL:**

Computer  
 Internet connection  
 Flip chart  
 No A/V needed  
 Other: \_\_\_\_\_

\*Projector and Screen Provided

**ROOM SETUP:**

Theatre Style Seating  
 Other: \_\_\_\_\_

**SESSION LENGTH**

1 Hour

Other: \_\_\_\_\_

**DAY/TIME CHOICES**

Tuesday Afternoon  
 Wednesday Morning

Wednesday Afternoon  
 Thursday Morning

**SUBMITTED BY**

FULL NAME: \_\_\_\_\_

AGENCY/ORGANIZATION: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**MODERATOR**

FULL NAME: \_\_\_\_\_

AGENCY: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**SUBMIT THIS FORM TO THE BRANCH CHAIR BELOW THAT PERTAINS TO YOUR SESSION TOPIC**

*Administrative Branch*

Amy Conkling- aconkling@hutchrec.com

*Park and Natural Resources*

Casey Smithson- csmithson@cityofmhk.com

*Aquatic Branch*

Jennifer Wegener- jwegener@emporiarec.org

*Recreation*

Jennifer Smith- jsmith@missionks.org

*Sports*

Trent Buchman- tbuchman@bluevalleyrec.org

*Wellness*

Alison Smith- alison.smith@jocogov.org

*Park Law Enforcement*

Conner O'Flannagan- conner.oflannagan@ks.gov

*General*

Erika Devore- erika@krpa.org

**COMMITTEE USE ONLY**

DAY/TIME SESSION ASSIGNED: \_\_\_\_\_

SESSION APPROVED BY: \_\_\_\_\_

DATE SPEAKER(S) NOTIFIED: \_\_\_\_\_