



## 2023 Annual ARFF Working Group International Educational and Training Symposium Call for Presentations

Now is your chance to be a part of the 2023 Annual International Educational and Training Symposium, September 25-28, 2023 at the Hilton Milwaukee City Center in Milwaukee, WI. We are currently seeking presentation proposals consisting of recent incidents, training, research & application, mental and physical health, leadership, strategies and tactics, and new ideas or concepts relating to Aircraft Rescue Fire Fighting. The deadline for submissions is Monday, June 5, 2023.

### Presentation Proposals

You may submit as many proposals as you wish, but only one proposal per form. Your length of presentation can be 45, 60, or 90 minutes. Presenters are encouraged to submit a 60-minute session. Please remember to leave 10 minutes at the end of your session for questions.

### Presentation Evaluation and Selection

The Symposium Planning Committee will review all submissions and select proposals based on relevance, timeliness of the content, focus, cost, practical application, and the qualifications of the presenter. New and unique programs that have not been presented at other conferences are encouraged. The committee will review the submissions and will contact you by July 1, 2023.

### Benefits of Presenting

The ARFF Working Group appreciates the value that each presenter's expertise, background and experience brought to ARFF. As a presenter, you will receive a complimentary full-symposium registration including access to all sessions and the exhibit hall. Depending on needs and budget, you could also receive two complementary room nights.

### Deadline for Submissions

Monday, June 5, 2023

### Submission Instructions

- Individuals must complete the submission process in its entirety. Incomplete submissions will not be accepted.
- Submission of a proposal does not guarantee participation in the symposium.
- **Unless otherwise agreed to after selection, all presenters/speakers/faculty are individually responsible for his/her travel, transportation, lodging, and meal costs.**
- If selected, all presenters will be required to submit a fully-executed speaker agreement which may include, but is not limited to:
  - Agreement to serve and deliver presentation(s) at dates and times assigned;
  - Unless otherwise agreed to in writing after selection, all presenters/speakers/faculty are individually responsible for his/her travel, transportation, lodging, and meal costs. Presenters should not assume that any travel costs will be covered.
  - You are responsible for any handouts needed for your presentation;

### **Submission Instructions (cont.)**

- Be prepared to provide an electronic presentation copy to the Symposium Planning Committee one week prior to the event;
- Devotion of such time, skill, energy, and experience to develop and deliver a professional quality program;
- Indemnify and hold harmless the ARFF Working Group against any or all claims, losses, or damages;
- If the submission is selected, the ARFF Working Group reserves the right to revise program titles and edit the program summary for promotional materials associated with Symposium.
- If the submission is selected, information regarding important deadlines and requirements will be provided and must be adhered to.

### **Questions**

Any questions can be directed to Tony Gutierrez at [agutierrez@grr.org](mailto:agutierrez@grr.org) or 231-578-2870.

### **Where to Submit**

Please submit the following via email to [info@arffwg.org](mailto:info@arffwg.org) by June 5, 2023.

- Presenter Information (Page 3)
- Presentation Information (page 4)
- Presenter Photo

## Presentation Information

Presentation Title

Presentation Description

Dates you are available to present (Check the boxes you are available)

Sept 25, 2023

Sept 26, 2023

Sept 27, 2023

Sept 28, 2023

Preferred Presentation Length:      45 min      60 min      90 min

Style of Presentation:      Lecture      Interactive      Other:

Internet Connection needed:      Yes      No

Presentation audio needed:      Yes      No

Comments or other considerations

## Presenter Information

Name (First, Last)

Title

Department/Agency/Company

Email Address

Cell Phone Number

Work Phone Number

Department/Agency/Company Address

City

State

Postal Code

Country

Presenter Biography (Brief)

Are there any required expenses associated with you presenting besides what the ARFFWG provides? If so please list them below.

**Please provide a presenter photo with your call for papers submission.**