



American Probation and Parole Association  
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CALL FOR  
PRESENTERS

# CALL FOR PRESENTERS



The American Probation and Parole Association is pleased to issue a Call for Presenters for the 40th Annual Training Institute to be held in Los Angeles, California, July 12-15, 2015. The underlying goal of this training institute is to provide participants with workshop opportunities that emphasize skill-building, increase relevant competencies and enhance overall career development. Because of this, preference will be given to workshop proposals that provide evidence of skill-building for participants (i.e., activities, audience participation, practicing new skills) as well as new research for the field of community corrections.

Institute participants include community supervision and corrections personnel, the judiciary, treatment providers, criminal justice researchers and others who are interested in the field of community corrections. Presentations should relate to one or more of the following topics:

- **Community Supervision** (*Agency operations and supervision or decision-making for those who are to be or have been released from prison, are under court jurisdiction in lieu of prison or jail; involving case planning; assessments; reporting; interventions.*)
- **Gender Issues and Diversity** (*Addresses supervising and/or working with individuals with various gender identities as well as multi-cultural and multi-generational workforces.*)
- **Health and Safety** (*Safety for professionals in the field and office in addition to stress management and vicarious trauma.*)
- **International** (*Community corrections issues including but not limited to advancing practices; administrative/policy innovations; juvenile and family justice innovations; restorative justice; and behavioral health from an international standpoint.*)
- **Judicial** (*Community corrections professionals working within a court system and policies; procedures of courts and specialty courts.*)
- **Juvenile Justice** (*Issues; programs; policies dealing with individuals under the jurisdiction of the juvenile court.*)
- **Leadership and Management** (*Professional development for executive and middle management.*)
- **Local Issues** (*Programs and policies specific to an agency or geographical area; state; jurisdiction in proximity to the Institute site.*)
- **Mental Health and Substance Abuse** (*Working with individuals with mental health or substance abuse issues; promising treatment.*)
- **Pretrial** (*Agency operations and/or the supervision of defendants prior to trial or court adjudication or on diversionary status.*)
- **Prevention** (*Lowering recidivism; programs to prevent crime and re-offending; restorative justice.*)
- **Reentry** (*Planning and programming for individuals released from prisons, jails or residential placement.*)
- **Research/EBP** (*Presentation of data collection and analysis, evidence-based practices outcomes and programs.*)
- **Technology** (*Tools used for supervision; monitoring; testing.*)
- **Victims' Issues** (*Working with victims; restitution; offenders as victims; Prison Rape Elimination Act.*)

The above-suggested topics are not all-inclusive. Other topics related to the field of community supervision and corrections are acceptable.



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## SUBMISSION GUIDELINES

Persons interested in submitting a proposal for consideration must provide the following information needed to comply with APPA training accreditation requirements and to apply for permission to grant continuing education units to a variety of professions, specifically STC (Standards and Training for Corrections) accreditation from the California Board of State and Community Corrections:

**1. Course (Workshop) Title:** A snappy title that catches the attention of participants and identifies the primary focus of the workshop (APPA reserves the right to change or adjust the title of a workshop).

**2. Trainer(s) (Faculty Information):** Provide name, title, agency, address, phone and email for all proposed faculty. Submissions lacking any of this information will not be considered. Panel presentations should consist of no more than two or three persons; however, a fourth can be added as a moderator.

**3. Trainer Qualifications (Resume or Vitae):** Include brief resume or vitae of each faculty member.

**4. Date Prepared:** Include the month and year in which your presentation was composed.

**5. Prepared By:** Include contributors and authors of your presentation.

**6. Length of Training (Workshop):** 90 minutes (workshops held on Monday, July 13 and Tuesday, July 14) or Sunday Sessions including 4 to 8 hour sessions (to be held on Sunday, July 12).

**7. Recommended Maximum Number of Trainees:** Indicate the size of audience that would work best for your presentation (50 individuals, 100 individuals, 150 individuals, 200 individuals). Please note that APPA cannot guarantee workshop attendance numbers or room size.

**8. Trainer Materials:** All APPA workshops will be equipped with one flip chart and markers, one LCD projector and one screen. You will need to bring your own laptop computer and accompanying cables, cords and convertors. Please indicate if you plan on bringing any other materials to your workshop (exercise cards, handouts, evaluations, etc.). Please note that APPA cannot make handouts for you, nor can APPA bear the cost of any additional training materials.

**9. Course (Workshop) Description:** A clear, concise, accurate description of the workshop as it will appear in the program (about 150 words) (APPA reserves the right to change the construct of a workshop description).

**10. Performance (Training/Learning) Objectives:** Describe the measurable skills, knowledge and/or new capacity the participant will gain as a result of workshop (i.e., at the end of the training, participants will be able to list five of 10 causes of suicide.). List a minimum of three training/learning objectives.

**11. Lesson Plan:** Please include which subjects or topics will be covered and in what time span (i.e., 15 minutes, 30 minutes, etc.) for the duration of the workshop. Please be sure to allot enough time for the length of workshop you desire (i.e., make sure time adds up to 90 minutes for a

Monday or Tuesday workshop, or to 4 or 8 hours for a Sunday Intensive). For example, “15 minutes of workshop, trainers will describe three challenges that tribal justice systems face in implementing correctional options in their communities; 30 minutes of workshop, participants will divide into groups and discuss challenges in their own jurisdiction; 15 minutes of workshop, trainers will invite participants to share their group discussions with the class; 15 minutes of workshop, trainers will identify how the use of correctional options in Indian Country promotes the philosophies of tribal culture; 15 minutes of workshop, trainers will discuss how APPA is helping tribal communities explore the development and implementation of correctional options.”

**12. Activity:** Please describe any activities that will be used in the presentation. The activity will not be listed in the program, but will assist with program selection. Preference will be given to presentations that are skill-based in nature (i.e., participants will be asked to complete a group activity to discuss potential steps to implement ‘x, y, z program’ at their home agency.), or that present new research relevant to the field of community corrections.

**13. Primary Contact:** Submit name and complete contact information (including email address) for person submitting workshop proposal.

**Presentation summaries should be submitted via Survey Monkey (<https://www.surveymonkey.com/s/APPALosAngeles>) by January 9, 2015 in order to be considered.**

Questions regarding submissions should be directed to the National Program Chair:

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APPA will contact the presenters of the workshops(s) to indicate their selection for the Institute. Please note that it is APPA’s policy that, regrettably, expenses and fees associated with participation cannot be reimbursed by APPA.