



2024 Ohio Music Education Association Professional Development Conference Proposal FAQ

Q: I am a performing ensemble director. Is this where I submit my application?

A: No. Performing groups must submit mp3 recordings along with a performing group application (see member portal). **The deadline is May 31.**

Q: Do I have to be an OMEA member to present?

A: Any **Ohio** music educator under contract as a clinician is required to be a member of OMEA/NAfME. We do not require non-music educators OR non-Ohio presenters to join OMEA.

Q: Do I have to register for the conference?

A: Yes. All Ohio music educator clinicians will receive an expense allowance to help offset the cost of registration. Non-Ohio clinician and sponsored contracts are negotiated on an individual basis.

Q: How and where do I submit my proposals?

A: All proposals, **(including TI:ME)**, must go through the online proposal portal. The link will be available on the OMEA website in early April. Industry Showcase sessions (product focused) are managed by Bill Wittman, OMEA Director of Business and Trade Show Operations, business_director@omea-ohio.org. **The deadline for proposals is May 31.**

Q: What information will I need to submit in order to be considered?

A: In addition to membership ID number, contact information and bio, you will need to enter your proposal title, description, area, and a brief outline. References and information about previous sessions are also required.

Q: What types of sessions will interest the attendees?

A: Our attendees are interested in sessions that provide useful information and techniques that can be put into immediate action. They are interested in practical application. Surveys indicate that panel sessions are the least desirable format. Interactive sessions with handouts and other resources are viewed as most desirable. **Sessions should not be product or sales focused.**

Q: What is the maximum number of presenters for a session?

A: Four, however, one-two is recommended.

Q: How do I increase my chances of being selected?

A: Fill in all required information. Make sure your topic is clear and **focused** on one or two main themes. The committee wants to know "How will this help our attendees?" List references that can speak to your presentation style and experience. Provide **details** - not just a clever title. Meet the deadline.

Q: I have never presented before. Do I have a chance at being selected?

A: Absolutely! Attendees tell us that they like to hear real world solutions and ideas from people in the field. They want sessions that meet them where they stand and offer realistic encouragement and solutions.

Q: How are selections made?

A: Once the portal closes on **May 31**, the director of Professional Development sends the proposal information out to committee chairs in each area. The committee members review the proposals, call references and create a prioritized list. The director of PD selects from these lists to create a balanced schedule.

Q: When will I know if my proposal has been selected?

A: Email notices are sent to all applicants in mid to late August. Please note, incomplete proposals are deleted, never seen by the committee, and do not receive a letter.

Q: What happens if I'm selected?

A: Your acceptance email will include a contract with your scheduled time, location and other pertinent information.

Q: My session is sponsored. Is this where I enter my proposal?

A: Yes. Make sure to enter your sponsor's name as it should appear in the program **(this includes TI:ME, OAAE, OCDA, JECO, and OSTA)**. Clinicians presenting sponsored sessions do not receive remuneration or expense allowances from OMEA. **IMPORTANT:** Sessions promoting books, recordings, instruments, software, or other products are "Industry Showcase" sessions and **should not** use this portal to apply. Please contact business_director@omea-ohio.org.

Q: Do sponsored sessions take precedence over non-sponsored sessions?

A: No. While we welcome session sponsorship, it is not the determining factor in the selection process. Our goal is to provide the best programming to meet member needs and requests.

Q: I still have more questions. Who can help me?

A: Send your questions and concerns to Mark Hensler, Director of Professional Development, pd_director@omea-ohio.org.

The deadline is **May 31**. Last year's schedule is still available on guidebook if you are looking for ideas or trying to avoid repetition. Thank you for your interest in the PDC and good luck!

Mark A. Hensler
Director of Professional Development
Ohio Music Education Association