



## Ohio Music Education Association 2019 Professional Development Conference Proposal FAQ

This document is not intended to be comprehensive but to address some of the most common proposal questions and concerns. With nearly 400 proposals, there are bound to be unique circumstances not covered here. Please feel free to contact me with questions.

**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 David Adamson, OMEA Director of Business, [business\\_manager@omea-ohio.org](mailto:business_manager@omea-ohio.org). **The deadline is May 31.**

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

**A:** In addition to NAFME ID number, contact information and bio, you will need to enter your proposal title, description, area, standards addressed, and a brief outline. References and information about previous sessions is 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 vs. theoretical explanations. Keep in mind - they are used to “enduring” faculty meetings and in-service days that often have little connection to their jobs. Interactive sessions with handouts and other resources (“make-it, take-it”) are viewed as most desirable. 2019 will focus on “Essential Skills for the Complete Music Educator” including topics aimed at the things you wish you had known when you started teaching.

**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:** Has OMEA considered expanding sessions related to Musical Theatre?

**A:** Yes. We are interested in proposals that focus on the process of rehearsing and producing a musical - vocal production, managing the “pit”, casting, budgeting, stagecraft, etc.

**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:** Letters are sent to all applicants in mid to late August. Please note, incomplete proposals are deleted and never make it to the committee.

**Q:** What happens if I’m selected?

**A:** Your acceptance letter will include a contract with your scheduled time, location and compensation information.

**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-Ohio presenters to join OMEA.

**Q:** Do I have to register for the conference?

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

**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 and OSTA)**. Clinicians presenting sponsored sessions do not receive remuneration or expense allowances from OMEA.

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

**A: No.** While we welcome session sponsorship (no cost to OMEA), 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](mailto:pd_director@omea-ohio.org).

The deadline is **May 31, 2018**. 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 2019 PDC and good luck!

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