42nd MI-AIMH Biennial Virtual Conference
Nurturing Connections
MAY 9 – 11, 2022

Michigan Association for
Infant Mental Health
Learning and growing together.
https://mi-aimh.org/2021conference-2/

2022 Conference Workshop
Instructions, Expectations and Tips

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Welcome to the 2022 MI-AIMH Call for Workshop Proposals
Before you begin, please read thoroughly:

Thank you for your interest in submitting a proposal for a workshop at the MI-AIMH Biennial Conference, to be held virtually, May 9-11, 2022. Hosting this event virtually brings a wonderful opportunity to have presenters from outside of Michigan present! MI-AIMH is encouraging professionals from all over to submit a workshop application. Please note that the conference time will be the Eastern Standard Time Zone. Thank you in advance for your willingness to share your expertise and taking the time devoted to submitting a workshop proposal. For questions regarding the workshop submission process, please contact miaimh.conf.proposals@gmail.com

The 2022 Michigan Association for Infant Mental Health (MI-AIMH) Biennial Virtual Conference will take a closer look at the role of connection in the context of advancing our relationship-based work. We invite you to join us in this reflective experience, as we deepen our understanding of the healing power of connection; connection to ourselves, each other, systems and the infants, young children and families we support. Workshops may be clinical, applied or empirical and may address any of the following topics: promoting early development and learning, prevention, assessment, intervention, early trauma, addressing challenging behaviors, at-risk families, special needs, diversity, cross-cultural practice, research, or policy development. Within these general topic areas, proposals should consider integrative and multidisciplinary approaches to addressing the well-being of infants, young children and families. Accepted workshops will be 90 minutes in length.

The Workshop Committee is dedicated to ensuring that the conference is diverse, equitable and inclusive in selecting presentations. Committee members will work toward including of a wide array of quality workshops and content for our audience and the varied disciplines, experience and profession in the infant and early childhood field.

Selection Criteria:
A limited number of workshop spaces are available. Submissions will be reviewed with attention to the following criteria:

1. MI-AIMH welcomes proposals from MI-AIMH Members and Non-Members.
2. MI-AIMH encourages both new and experienced speakers to submit a proposal, including those speakers who can provide diverse perspectives and experiences.
3. MI-AIMH welcomes proposals from speakers in Michigan and outside of Michigan to highlight the innovative and impactful work occurring around the world.
4. Relevance to one or more of the areas of competency identified in the MI-AIMH Endorsement® materials that lead to culturally sensitive, relationship-based practice promoting infant and early childhood mental health.
5. Clarity, organization, originality and innovation.
6. Relevance to the program theme: "Nurturing Connections"
7. Only submissions that are fully completed and include everything requested will be considered.

Terms of Presentation: The 2022 Biennial Conference will be a virtual event hosted through MI-AIMH's virtual platform, BlueSky. Additionally, MI-AIMH works with Special D Events for event support.

A. Presenting with our Virtual Platform:

- Best practices and tips on presenting virtually
- Support through BlueSky Event and AV professionals
- Access to BlueSky resources in preparing your presentation
- Workshop presenters will be able to:
  - Make handouts easily available for attendees
  - Show videos during presentation, if applicable
  - Use breakout rooms for small group discussions if needed
  - Create polls for interaction
  - Chat for Q&A with attendees
  - Easily share contact information
- Special D Events will work closely with presenters to collect presenter(s) and workshop information that will be loaded into the virtual platform. Presenters are not expected to input information into the platform, this will be handled for you.
- There will be scheduled presenter run throughs on using the platform prior to the conference, these will be recorded and available to all presenters that are not able to make the scheduled run throughs.
- Chosen presenters will be asked to submit a recording of their full presentation as a back-up option to use in the event that the presenter has technology or internet issues the days of the conference.
- On the days of the conference, each workshop will have a BlueSky technician and a MI-AIMH volunteer assigned to handle technology needs and assist with attendees, Q&A and chat during their presentation time.

B. There is a maximum number of six speakers allowed to present per workshop.
C. Session Schedule: sessions are scheduled throughout the conference and speakers cannot be given a preference or choice regarding their day and time slot. Sessions will be scheduled during the following times: Monday, May 9th 9:00 am – 4:00 pm; Tuesday, May 10th 8:00 am – 4:00 pm; Wednesday, May 11th 8:00 am – 4:00 pm. Conference will be in the Eastern Time Zone.

D. MI-AIMH is requesting to record your workshop with the expectation that it is available for viewing and continuing education credits for a specified amount of time post-conference. This catalogue of workshops will be available to conference attendees and presenters. The platform technicians will handle recordings for presenters. If recording your workshop is a concern for you, please reach out to miaimh.conference@gmail.com with information and questions so we can problem-solve together.

E. Conference sessions are generally considered contributions to the profession. Speakers who abide by all obligations and deadlines will receive Member Rates when registering for the conference and for any purchases made during the conference. Workshop presenters are expected to register for the conference at member rates. Final workshop selections will be made early December 2021.

F. Additional Guidelines – All speakers must abide by the Speaker Policy and Guidelines, and electronically agree by initialing the presenter agreement that will be sent after workshops have been selected.

    a. By participating in the conference, speakers agree that their session(s) may be recorded and/or streamed by MI-AIMH, with no monetary benefit or revenue share accruing to the speaker. In the event that MI-AIMH would be interested in potentially offering your workshop on an ongoing basis, MI-AIMH would communicate with speaker(s) directly to discuss that option.

    b. Book authors may use and reference their books during sessions.

    c. If content being presented is not original, it is the sole responsibility of the speaker to get permission from the owner to present at MI-AIMH's Conference

    d. MI-AIMH is unable to provide financial compensation to speakers beyond the Member rate conference registration.

Support Calls

Support meetings via conference call with Ann Stacks will be offered for workshop guidance and support. These calls will provide an opportunity for you to talk with and problem solve with others, who are also working on their own workshop applications. Limited space on each call. *These calls do not guarantee that your workshop submission will be accepted.*

Schedule - Click and register for one call
Friday, September 10th 12:30pm - 1:30pm (EST):
https://wayne-edu.zoom.us/meeting/register/tJYpcumvrzwvGNOAPGE7oVOmd_uDHiQJk1t7

Tuesday, September 21st 4:00pm - 5:30pm (EST):
https://wayne-edu.zoom.us/meeting/register/tJUtde2grz8qE9BJoOUd8voih3uJhCRhIDrJ

Monday, September 27th 12:00pm - 2:00pm (EST):
https://wayne-edu.zoom.us/meeting/register/tJ0sf-mhpzkjHNP-1TTMQBd1OqlcCzIDgazz

Instructions & Steps

These are the chronological steps for submitting a conference workshop proposal:

STEP 1: Read through this document and determine if you would like to submit a proposal

STEP 2: Gather all of the required information that is needed to complete the Conference Workshop Proposal submission. All of the items are listed on Pages 2-4.

STEP 3: It is recommended that you participate in the Support Calls provided and review the Tips included on Pages # #.

STEP 4: When you are ready, complete the online Conference Workshop Proposal Submission. **The call for workshops submission portal will close on October 7, 2021 at 11:59 pm (EST**)

Important notes about the submission process:
- The system will allow you to start entering information online and SAVE and CONTINUE
- To locate the Save and Continue, scroll down to the bottom of the form and you will see the link there.
- If you choose to Save and Continue – you will be prompted to copy a unique link – or – enter your email address and a link will be sent to you.
- This link will expire in 30 days from the day it is created
- If you do not return to the system and complete your submission information and process, after 30 days the information entered will automatically delete and the link will expire.
- It is recommended that only the Lead Presenter use the link and enter information – you can share the link, but two people cannot enter information at the same time.
- When you have completed your Workshop Submission, the lead presenter will receive a confirmation email that will include a copy of all the information submitted.

Workshop Proposal Requirements
Gather these items together PRIOR to starting your online application and submission.

1. **Title of Presentation –** *this will be used for marketing the conference*

2. **Abstract -** Abstracts are allowed a maximum of 1200 characters (approx. 170 – 300 words) and is listed in registration materials. This should provide participants with a clear idea of the focus, goals and intended audience. It is important that your abstract and your content and presentation match. This issue has been mentioned in conference evaluations. *This will be used for marketing the conference, an example is listed below:*

This workshop will offer participants an opportunity to reflect upon cultural diversity within an infant mental health framework. Presenters will bring applicable intervention strategies to enhance communication across systems through the use of video clips, skilled dialogue, and concrete examples, offering an additional lens for working with diverse populations.

3. **Presenter Information**

a. A maximum of SIX presenters allowed per workshop, this including the Lead presenter

b. **A Lead Presenter** needs to be identified for workshops **-** The Lead Presenter will be the main contact and responsible for communicating logistics, handouts, etc.

c. This information will be required from ALL presenters

1. Name, Credentials & Field of Study (M.A. in Psychology)
2. Endorsement® Type (enter NA if needed)
3. Agency /Group Affiliation
4. Job Title
5. Number of years in the field
6. Email
7. Mailing Address
8. City, State, Zip Code
9. Cell Number
10. **ONLY the LEAD Presenter will be required to submit a resume

4. **Description** - One-page description of your workshop that includes the theoretical and/or empirical background of the talk (e.g. attachment theory, trauma research, etc.). A description of the workshop content and the ways in which the talk will inform either clinical or applied practice or empirical research in the IMH field. Maximum # of 14,000 characters (approximately 2,000 words.)

5. **Learning Objectives –** Two (2) measurable learning objectives are required, a third is optional (e.g. Identify fundamental approaches about parent-caregiver relationships). NOTE that the learning objectives that you submit must be listed in your PowerPoint at the conference. This is a requirement for continuing education. **TIP -** Once you've selected a topic on which to present, think about 3 or 4 main points you want to get across; these are your learning objectives.

6. **References -** Two (2) references are required

a. Must be published from 2017 or newer and listed in the APA format

c. Must be from a peer reviewed book or journal

d. Websites may be listed as a third reference only and have a direct link to the topic

Tips for References

- www.scholar.google.com is a great place to look for articles
- A quick video on using the site as well as a reminder on APA citations can be found here: https://www.youtube.com/watch?v=uF5CXAgBPGM

- The Infant Mental Health Journal (https://onlinelibrary.wiley.com/journal/10970355) and ZERO TO THREE Journal (https://www.zerotothree.org/resources/series/zero-to-three-journal) are great resources when doing literature reviews to find resources. If you aren't a subscriber, check with your supervisor, agency or members of your local MI-AIMH chapter to see if they have access.
- The National Institute of Health is also a great resource and often have full articles available for free: https://www.nih.gov/research-training

7. **Check the point of reference for the presentation** You will be allowed to select more than one (this is required in order for the conference to offer social work continuing ed.)

    a.   Theories and Concepts of human behavior in the social environment

    b.   Social work practice, knowledge and skills

    c.   Social work research, program evaluation or practice evaluation

    d.   Social work agency management or administration

    e.   Development, evaluation, or implementation of social policy

    f.   Social work ethics and standards of professional practice

    g.   Current issues in clinical or macro social work practice

    h.   Cultural competence and diversity

    i.   Pain/Pain symptom management-psychology of pain

8. **Presentation format -** Interactive; Case presentation; Research/Evaluation; Information Sharing; Other (please specify)

9. **Content Topic Area** (can select more than one): 0 to 3 population; 3 to 6 population; pregnancy and early parenthood; attachment; observation; reflection; social emotional consultation; research; early childhood education; reflective supervision; child welfare; cultural humility; administration; fatherhood; development; assessment; intervention and trauma

10. **Need to indicate the appropriate expectations that apply to your target audience's knowledge of the workshop topic**

    Introductory; Intermediate; Advanced

11. **Competencies –** presentations will be asked to indicate two (2) competencies – they will be listed

12. **Format** - Are you anticipating needing to use a breakout group feature; show video clips; Allow attendees to have access to your slides, handouts and training materials (this has been an issue noted in conference evaluations when slides are not given to attendees).

13. **Presentation plans** – you will be asked if you plan to show videos, use breakout rooms, providing handouts and slides. Note that speakers are encouraged to provide slides and handouts for attendees. Previous attendees have consistently indicated on evaluations that they would like the slides and handouts provided for workshops.

Key Deadlines:
·   Support Calls Dates – See above schedule – all dates in September
·   Workshop Proposal Submissions – October 7, 2021
·   Final selections will be made by Conference Committee – December 2021

For questions regarding the workshop submission process, please contact
miaimh.conf.proposals@gmail.com