#

**Workshop Proposals**

****

The Southeast District Adult 4-H Volunteer Leaders invite you to submit a proposal to conduct a workshop on Saturday or Sunday at the 2019 Virginia Association of Adult 4-H Volunteer Leaders’ Spring Conference. Workshops can showcase unit projects, provide training, support the 4-H club program, and/or enhance leadership development. Collaboration between 4-H agents and volunteers is strongly encouraged.

|  |  |
| --- | --- |
| **Session Title:** |  |
| **Speaker(s) name, mailing address, email, and phone:** |  |
| **Speaker(s) biography (e.g., current position, experience, education):** |  |
| **Session Overview (2-3 sentences to describe your workshop):** |  |
| **Measurable Objectives (at the end of your workshop, participants should be able to…):** |  |
| **Target Audience (volunteers, agents, etc.):** | □ |
| **Audience Experience Level:** | □ **Beginner** | **Intermediate** □ **Advanced** |
| **Max Number of Participants:** | □□ |
| **Length of Workshop:** | **50 minutes** | **100 minutes**□□ |
| **Day of Workshop Preference:** | □ **Saturday** | **Sunday No Preference** |
| **Equipment Needed (laptops not****provided):** | * **Flipchart** □ **LCD Projector** □ **Projection Screen**
* **Other:**
 |
| **Room Set-up (theater style, tables and chairs, etc.):** |  |
| **Other Information that conference organizers should know:** |  |

**Please return by Feb 13, 2019 to:**

 **Kari Abbott,** **kabbott@vt.edu**



Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer. Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Edwin J. Jones, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; M. Ray McKinnie, Administrator, 1890 Extension Program, Virginia State University, Petersburg.

If you are a person with a disability and desire any assistive devices, services or other accommodations to participate in this activity, please contact Tara Brent at (804) 580-5694 during business hours of 9 a.m. and 5 p.m. to discuss accommodations at least five days prior to the event. TDD number is (800) 828-1120.