



**Co-op Housing Federation of BC Fall Island Education Conference
November 5, 2016 - Victoria**

CALL FOR WORKSHOP PROPOSALS

The Co-operative Housing Federation of BC (CHF BC) is a co-operative membership association made up of housing co-ops and supporting organizations in British Columbia. Our mission is to unite, represent and serve our members in a thriving co-operative housing movement. There are more than 260 non-profit housing co-ops in BC, with over 14,500 households. Most of these housing co-ops are members of our association.

The purpose of our education program is to support these members in the achievement of the highest standards of sound management, good governance and principled leadership within healthy communities. Our bi-annual (spring and fall) education conferences contribute to this with a day of workshops and networking to challenge and inspire delegates who either live in, or provide services to, housing co-ops.

In order to expose our membership to emerging issues and new ideas, and to develop new initiatives, we are reaching out to the wider housing, social and non-profit community sector with an invitation to submit a workshop proposal to be part of our fall island education conference on Saturday, November 5th and The Comfort Inn in Victoria.

Criteria

Workshops should:

- Offer innovative ideas
- Be relevant to the housing co-op sector
- Include techniques, strategies or ideas to help participants share their learning on their return to their communities
- Be designed for an adult audience and allow for participant interaction and questions
- Run for the entire time block but not run over time
- Be suited for a minimum of ten, and a maximum of 28 participants

Workshops should not:

- Sell products or services

Remuneration

- \$270 for a 3-hour morning workshop (with a 15 minute break)
- \$250 for a 2.5-hour afternoon workshop
- Includes lunch

Note that transportation and any accommodation required are the sole responsibility of the workshop facilitator. Free parking is available and transit stops are close-by.

Selection

We will make selections and inform workshop facilitators by *Friday, September 9, 2016*. We will issue agreements at this time and request your audio-visual and room layout requirements as well as any hand-outs to be copied for distribution.



WORKSHOP PROPOSAL

Please complete this form in full and return it by **Monday, August 1, 2016** to scooper@chf.bc.ca

1. Name and professional title	
2. Organisation (if applicable)	
3. Contact information	Email: Phone: Mailing address:
4. Short biography <i>100 words maximum</i>	
5. Workshop title	
6. Workshop description <i>Include purpose of the workshop, anticipated benefits to participants who attend, relevance to the housing co-op sector and format of the workshop i.e. presentation, group discussion etc. Approx. 200 words</i>	
7. Short workshop description <i>A 50-word teaser for the conference flyer</i>	
8. Please tell us what qualifies you to deliver this workshop	
9. References <i>Please provide a reference</i>	

For example workshop descriptions you can view our fall 2015 education conference flyer here: http://www.chf.bc.ca/sites/stage.chf.affinitybridge.com/files/Conference_Flyer_fall2015_hyperlinked.pdf. If you have any questions please contact Sophie Cooper, Education Director at CHF BC: scooper@chf.bc.ca