

## CALL FOR PRESENTATIONS

**Event:** MEA National Conference 2011  
**Theme:** *New World Meetings*  
**Date:** 16-19 April  
**Venue:** Brisbane Convention & Exhibition Centre

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Submissions are now open for recommendations of speakers and presentations for the Meetings & Events Australia 2011 National Conference.

The **closing date** for responses to this Call for Presentations is **5.00pm Friday, 1 October, 2010**, no submissions will be accepted beyond this date.

### About Meetings & Events Australia <sup>TM</sup>

MEA is a national, independent not for profit organisation dedicated to fostering professionalism and excellence in all aspects of meetings management. It also promotes the value and effectiveness of meetings as an important high-yield sector of business travel and tourism. MEA offers Professional Development programmes, accreditation, recognition, disseminates information, provides a forum for its members to discuss current issues, and represents the industry to government.

Importantly, Meetings & Events Australia creates a business to business (B2B) community. We deliver excellence in Meetings, Conventions and Business Events, to benefit our members by promoting the growth of, and excellence in, the Meetings, Conventions and Business Events Industry.

### MEA National Conference 2011

MEA aims to build a sense of community and identity within the industry by engaging members of all levels of experience and working in all areas of specialty.

The MEA conference is the premier event for the Meetings & Events Industry and once again promises to be an invaluable mixture of industry updates and case studies, exchange of ideas and networking opportunities.

The MEA Conference provides progressive and relevant educational programs and is an impetus for knowledge sharing, new business ideas and networking. The program encourages discussion on current and potential issues affecting the meetings and events industry in Australia and around the globe.

MEA's theme for 2011 is **New World Meetings**. Our positioning for the conference is to provide delegates with "New World Talent", up and coming talent; "New World Experiences" that can be used in creating your events as well as providing them for your clients; "New World Marketing", what you can do differently in the next 12 months and "New World Technology", what's out there for you to use and how to use it. In addition to this, MEA will be providing all the educational tools to enhance your current position as well as increasing your knowledge base and skills.

## Program Overview

In addition to the mainstream plenary sessions, the conference program comprises of four workstreams. The workstreams are focused on professional, technical, industry and conference management topics. In addition to these sessions, a selection of Motivational and Lifestyle programs will be included, which are traditionally very popular with delegates. All eligible presentations are assessed for Professional Development accreditation.

The Workshops focus on the requirements of all segments of the meetings and conference industry. Your submission **MUST** focus on presenting to one or more of the following:

1. Meeting & Event Managers (including in-house, PCO's, EA's)
2. Suppliers, Logistics & Services
3. Venue
4. Corporate Governance & Bureaus (including Tourism, Convention and Association)

## Submission requirements

Submissions must be made by email **no later than 5.00pm on Friday 1 October** (no submissions will be accepted beyond this date).

Both Word and PowerPoint format are accepted.

To be considered, your submission **must** include:

1. A clear statement of the aim and objectives of the presentation (approx. 200 words)
2. A biography (including qualifications)
3. An indication of what level your presentation is aimed at within the industry (ie: coordinator, Senior, Management) and also what type of professional position (ie: in-house, PCO, Audio Visual, Themeing, production, venue, sales, etc).

### NOTE:

- Speakers must be available to present at any time from Sunday 17 April through to Tuesday 19 April, 2011 for approximately 45 minutes.
- All confirmed speakers will be responsible for their own travel and accommodation costs unless otherwise agreed to by MEA.

## Education Level

To ensure your presentation is PD compliant, please consider:

- **Context** – is the content written in a context specific to Meetings & Events Industry?
- **Education level** – is the content beyond the minimum education requirements and preferably, suited to the needs of a professional?

**Meetings & Events Australia (MEA)** ABN 31 002 967 366

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MEA is an industry association representing the Meetings, Conventions & Business Events Industry. [www.meetingsevents.com.au](http://www.meetingsevents.com.au)

## Submission assessment process

- Following close of submissions on **1 October**, each submission will be assessed by the Program Committee.
- All submissions will be reviewed by a Program Committee and its recommendations put to MEA. All those who make submissions will be informed of the Committee's decision by Friday, 29 October, 2010.

## How to submit

For submission enquiries please contact Janette Beedell, MEA National Conference Manager

Ph: (02) 9929 5400

email: [jbeedell@mea.org.au](mailto:jbeedell@mea.org.au)

**Submission must be sent by email, marked MEA Call for Presentations to [jbeedell@mea.org.au](mailto:jbeedell@mea.org.au)**

**SUBMISSIONS MUST BE RECEIVED BY 5.00PM, FRIDAY 1 OCTOBER**

(no submissions will be accepted beyond this date)

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