UWM SCHOOL OF CONTINUING EDUCATION

Women
LEADERS CONFERENCE

March 7, 2025

Information Sheet and Application

Each year, the UWM Women Leaders Conference educates and connects over 500 professionals on topics of leadership and current issues in the workplace. The conference embraces inclusivity and invites everyone to be part of this enriching experience.

Do you have a unique perspective on a trend or change in the workplace? Do you have a powerful message that could impact women and their allies in their personal and professional life? Are there topics related to leadership that you feel have not been well-explored? We want to hear from you!.

We are seeking 1 to 2 keynote speakers and 15 to 20 breakout presenters and panelists.

Keynote speakers must have a national reputation and platform. They need exemplary experience and excellent speaking skills. We generally work with a speaker agency to book the keynotes and prefer to book people who have not spoken in the Milwaukee area for at least two years.

For breakout presenters and panelists, we seek diversity in age, gender identity, racial/cultural background, professional background, and subject matter. Popular sessions in the past include those focused on leadership, negotiation, wellness, difficult conversations, career management, innovation, personal development, and inclusion, but we are open to the suggestions of timely subject matter from experts.

Breakout sessions are 45 minutes long. One out of every four breakout sessions (3 total) will be available via livestream for online participants.

Please Note: This speaking opportunity offers powerful networking opportunities for our speakers, as well as free registration to the entire conference. We will consider a small honorarium to breakout speakers and a standard honorarium for keynote speakers.

Educational Focus: The UWM Women Leaders Conference is an educational, professional development event. Presenters may not promote their business or sell products during their sessions. If you have written a have a book, we may be able to sell it at our pop-up bookstore. You may distribute your business cards when requested.

Note regarding A/V and Room Set up: All rooms will have microphones, speakers and projector. We set up the A/ V equipment in the rooms with your Power Point Presentation preloaded to the computer. There will not be time to switch over equipment between sessions, so we ask you not to plug in any other equipment. Staff and volunteers will be available to support you.

Please fill out the form below, or include the requested information in an email, and return it to Anne O'Meara by July 10, 2024, for keynotes and September 06, 2024 for breakout sessions. Email: aomeara@uwm.edu .

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Speaker Information:

Name as it should appear on website and printed material:

_____

Title as it should appear on website and printed material:

_____

Company/Organization: _____

Mailing Address: _____

Phone number: _____ Email: _____

Speaker bio* (175 words or less)

Please include a high-resolution headshot with your application.

      Attached ☐Yes ☐No

Why are you qualified to speak on the topic you propose?

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Testimonials from previous audiences:

References: Please list 2 to 3 professional references (name, title, email) who can vouch for your presentation/teaching skills:

Book/film information or significant achievements if applicable

Number of speeches you have done in the past year:

Please attach a link to a recent video of a speech given before a live audience (not a studio shoot or media clips)

What industry or types of groups have you most often spoken for (i.e. Corporate, Healthcare, College etc.)

Presentation Information:

Sessions that fill quickly are those with relevant topics, a clear description of what will happen in the session, a targeted audience, and specific takeaways.

Please select one:

☐Keynote

☐Breakout Session

Speaker Agent information, if applicable:

Please provide a list of possible speech topics and descriptions to include the following information, please use additional paper and attachments as needed:
- Topic Description
- Audience Level (Introductory, Intermediate, Advanced, Multi-level)
- Format- Individual presentation, workshop, multi-presenter session, other.
- One to three main takeaways for the audience. (What will the participants learn/ understand/be able to do after the conference?)
- Is this presentation appropriate for livestream?

Topic: _____

Description:

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Topic: _____

Description:

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