



# Workshop Presenter Application

**Prepared to Serve – February 23, 2019**  
**9:00 AM – 3:30 PM**  
**Pembroke Academy**  
**Pembroke, NH**

**Title of Your Workshop:** \_\_\_\_\_

**Brief Description:**

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**Goals/Objectives of Workshop:**

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**Workshop Track:** (Please check the one(s) that best describes the general subject of your presentation.)

- Christian Formation:** topics related to the spiritual or educational development of persons of all ages
- Clergy Support:** topics related to the education and support of clergy
- Finance:** topics related to strengthening generosity and serving as stewards of church assets
- Local Church Support:** topics related to strengthening and enriching a local congregation, including worship and music
- Justice & Witness:** topics related to doing God's work for peace, justice, & environmental stewardship.
- Wider Church Relations:** topics related to engaging the needs and opportunities of the world

**Workshop Level:** (circle)

Introductory/Beginner

Intermediate/Some Experience

Advanced

**Workshop Duration:** (circle)

60 Minutes    75 Minutes

**Maximum Desired Group Size:** \_\_\_\_\_

(Classrooms seat **up to 25**)

**Technology/Equipment Information:**

Pembroke Academy has a Computer, Projector, Smart Board to project on, and white boards/chalk boards in all classrooms. Everything is PC based and they DO NOT provide any MAC/Apple adapters or cables. You must bring your own adapter. Although Wifi is provided, access to certain websites may be blocked or limited. It is highly recommended that any videos or images you need for your presentation be downloaded to your own device. We are not able to provide any equipment, other than that mentioned above, so please plan your workshop accordingly.

## Presenter Information

**Presenter Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_(home or office)\_\_\_\_\_ (cell)

**Email address:** \_\_\_\_\_

**Church / Organization Affiliation and Position:** \_\_\_\_\_

**Presenter Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_(home or office)\_\_\_\_\_ (cell)

**Email address:** \_\_\_\_\_

**Church / Organization Affiliation and Position:** \_\_\_\_\_

**Are you having lunch?      Presenter 1: Y / N      Presenter 2: Y / N**

*The food service department at Pembroke Academy doesn't have a registered dietician available, so we are unable to honor any special requests. The lunch buffet will offer enough choices that those with allergies are still able to make safe selections. Hummus is also offered as a vegetarian option.*

### **Workshop General Guidelines:**

Prepared to Serve Workshops (PTS) are either 60 or 75 minutes in length and, although interactive, are intended to serve primarily as an educational session for the dissemination of information. It is highly recommended that workshops provide content and materials that relate to **practical implementation in a local church setting**. Workshops should not be used as a promotional or sales tool for the presenters' products, services or business.

### **Presenter Registration:**

PTS registration fees include resources, breakfast and lunch. **No registration fee** is charged for **up to two presenters per workshop** who are **only attending to lead** a workshop. For workshops with more than two presenters, additional presenters may register at a discounted fee of \$20. Please make a copy of this page to include additional presenter information.

**All presenters please complete and return this Presenter Registration Form by November 30, 2018** to NHCUCC, 140 Sheep Davis Road, Pembroke, NH 03275 – Attn. PTS Presenter. If you have questions or wish to return the form electronically, please email them to [events@nhcucc.org](mailto:events@nhcucc.org).

If a presenter is interested in attending other PTS workshops throughout the day, a half-price registration fee of \$20 for early birds and \$25 for standard registration will be offered. **In order to register for other workshops presenters must also complete the General Attendee Registration Form** which will be available online starting in **January 2019**. Be sure to indicate you are a presenter to receive the discounted rate.