



REQUEST FOR PROPOSALS

2024 NEA NATIONAL LEADERSHIP SUMMIT
March 1-3, 2024
Location: Chicago, IL

Proposal Submission Deadline: 11:59pm ET on **September 15, 2023**

Presenters will be notified of selection by: 11:59pm ET on **October 23, 2023**

Introduction

The National Education Association (NEA) is looking for dynamic presentations for its annual National Leadership Summit, March 1 – March 3, 2024. This year's theme is *Education. Democracy. Freedom. Our Right! Our Responsibility!*

The purpose of the Summit is to develop activist leaders and prepare them with the knowledge, skills, and abilities necessary to lead relevant, thriving Associations and to lead in their careers/professions.

The NEA National Leadership Summit is designed to support experiential learning that provides opportunities for action. It is based around the NEA Leadership Competency Framework that supports NEA members and leaders to develop their knowledge and skills in the seven competency domains (<https://www.nea.org/professional-excellence/leadership-development/leadership-competencies>).

The Summit is intended for all NEA members and leaders, regardless of experience level, membership type, or leadership title. With that in mind, NEA views a request for proposal as a solicitation that is focused on leadership development content and not issue-based. All proposals should be specifically aligned with the purpose and design of the Summit and the NEA Leadership Competency Framework.

Proposals should

1. Describe how the session will deepen the participant's awareness of the NEA Leadership Competency Framework;
2. Address how the session will help participants use their awareness to achieve their leadership goals and win on the issues facing public education and the labor movement;
3. Include ways for leaders to share sustainable solutions and to return to their school districts, worksites, and affiliates with innovative ideas, skill sets and a plan of action; and
4. Address how the session and content is applicable and relevant to all NEA membership categories and contextualized to address the unique needs of all local and state affiliates (i.e., small, large, metropolitan, rural, etc.).

The following guidance will help to prepare you as you submit your proposed session ideas.

NEA Strategic Goal

NEA Strategic Objectives
NEA Organizational Priorities
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NEA Strategic Goal

Session proposals must be submitted based on the [2022-2024 NEA Strategic Framework](#), as adopted by the NEA Board of Directors:

Goal: To achieve our mission and to grow and strengthen our association to promote quality public education for students, educators, and America's schools, we the NEA will:

1. Enhance the well-being of America's students, their families, and their communities by advancing opportunities that will transform public education into a just, equitable, and excellent system.
2. Ensure the success of the public education system, our members, and those they serve by developing the structures, processes, and practices that strengthen our organizational capacity across the enterprise.

NEA Strategic Objectives

Build Safe, Healthy, Inclusive, and Future-Focused Learning Environments: Support the development of modern, safe, and supportive learning environments that are affirming to all students and employees and resourced to meet the academic and developmental needs of today's students.

Support Professional Excellence and Respect: Enhance and maintain an enterprise-wide system of Association-convened, member-led professional learning and supports for all educators across their career continua to ensure student success, continuously improve their professional skills, and secure professional authority, autonomy, and compensation.

Advance Racial and Social Justice: Support members in advancing racial justice in education and improving conditions for students, families, and communities through awareness, capacity-building, partnership, and individual and collective action.

Strengthen Public Education as the Cornerstone of Democracy: Use all available means, including organizing, collective action, policy, legal, legislative, and electoral, to safeguard the rights of students, communities, and educators; to advance economic justice; to protect the future of public education; and to ensure that students are prepared in a learner centered environment to participate fully in our democratic society.

Enhance Professional and Organizational Regard: Enhance member and public recognition of the positive contributions of the NEA, its affiliates, and its members; the value that the organization provides to educators, students, and communities; and the positive outcomes to the public education system when professionals are in union with one another.

Enhance Organizational Capacity: Develop and leverage the collective organizational proficiencies across our association to advance the mission of the NEA and its Affiliates, with particular focus on Member Engagement, Organizing & Connectedness; Educator Voice, Autonomy & Leadership;

Racial Justice Culture; Coalitions & Partnerships; Dynamic Alignment; and Enterprise/Affiliate Health.

Enterprise Operations: Ongoing functions across the enterprise that support the Strategic Objectives, build lasting strength, and sustain the organizational infrastructure.

NEA Organizational Priorities

Session proposals must be submitted based on one of four NEA Organizational Priorities.

Engaging Early Career Educators – All students have access to educators who are equipped to apply a race-equity lens to their work and who are prepared to respond to the diverse needs of the school and community.

My School, My Voice - The voice of educators – teachers, ESP, higher education faculty and staff – is part of decision-making to ensure student success.

Racial Justice in Education – Every public school has the resources and opportunities that our best public schools have, including culturally and socially responsive instruction.

Supporting Professional Excellence – PK-16 systems should include association-led, educator convened professional learning that prepares practitioners to support students to succeed in a diverse and interdependent world. These systems must include peer-to-peer support and opportunities for professional transitions.

NEA Leadership Competency Framework

Session proposals must be submitted based on one of the seven competency domains and tailored to different levels of leadership experience (Level 1: Foundational; Level 2: Mobilizing & Power Building; and Level 3: Agenda Driving). Each domain has a specific set of skills, behaviors and knowledge that define our leadership development goals. A summary of each domain is provided below.

1. **Advocacy:** Advances the cause of public education through advocacy for students, including addressing racial and social justice in education and how it benefits students and members' professional needs and rights.
2. **Communication:** Build and execute an integrated communications strategy that drives the mission, vision, core values and strategic goals of the Association.
3. **Governance and Leadership:** Provides strategic leadership to advance the mission and establishes and monitors strategies necessary for a relevant and thriving Association while motivating and fostering a pipeline of diverse leaders.
4. **Leading Our Professions:** Advocates for professional learning, professional quality and social diversity inside our professions and promotes our union's role in advancing education transformation, student learning, and equitable access to opportunities.
5. **Organizing:** Mobilizes, activates, and engages members and leaders to support internal and external relationships and Association capacity to recruit, retain and identify diverse groups of members and leaders, and advance strategic priorities at the national, state, and local levels.
6. **Social and Emotional Intelligence:** Understands the knowledge, skills, attitudes, and behaviors that create healthy identities, manage emotions, and achieve personal and collective goals; demonstrates ability to feel and show empathy, establish, and maintain supportive relationships, and make responsible, caring decisions.

7. **Strategy and Fiscal Health:** Use Association resources responsibly to accomplish the goals of the Association through strategic thinking, effective financial management and understanding of fiduciary responsibilities.

Session Formats

We are seeking interactive workshop sessions that would be 120 minutes in length. Workshops are experiential learning sessions that actively develop specific leadership competencies and have widespread potential for implementation.

Interactive/Experiential Workshop: Workshops are experiential learning sessions that actively develop specific leadership competencies and have widespread potential for implementation.

Symposium/Panel: Panels are a group of three or more presenters gathered to discuss a single topic or multiple related topics with opportunities for participant engagement.

Unconference Session: Roundtable discussions are informal presentations that emphasize spirited discussion between the presenter(s) and session attendees. Presenters start the discussion by sharing information about the program/question they wish to explore, and then open discussion for input and exchange of ideas to share and create knowledge. Examples and interactive materials are welcome.

How to Submit a Proposal

Visit www.nea.org/leadershipsummit to access the link to submit your proposal. The deadline for proposal submissions is **11:59 p.m. ET on September 15, 2023**. **Proposals submitted any other way and after the before mentioned date will not be accepted or reviewed.**

Once your proposal is submitted, you will receive a confirmation number via email. Please file and save this confirmation number, in addition to a copy of your submitted proposal, for your records.

For an overview of the proposal submission process and other resources, please visit www.nea.org/leadershipsummit.

Request for Proposals (RFP) Frequently Asked Questions

Can I submit a proposal for someone and change the Primary Presenter's name later? The person filling out the RFP must be the Primary Presenter. Changes to the Primary Presenter will not be accepted after the proposal is submitted.

Do co-presenters have to be NEA members? It is highly recommended that any proposal includes an NEA member leader as a co-presenter.

If I don't complete all the information in the proposal, will it still be reviewed? Incomplete proposals will not be considered.

I have presented at previous Summits and/or other NEA conferences. Do I still need to provide my name, contact information, and NEA Member ID? Yes. All primary and secondary/co- presenters should include their name, contact information and NEA Member ID (if applicable) on the online application.

How many proposals can I submit? To assist with maximizing the number and diversity of

presenters and perspectives, each individual is limited to three proposal submissions.

When is the deadline to submit a proposal? The deadline for submission is 11:59pm ET on September 15, 2023.

When will I be notified of the status of my proposal acceptance/non-acceptance? Presenters will be notified no later than 11:59pm ET on October 23, 2023.

What expenses will NEA cover if my proposal is accepted? For primary presenters only, NEA will pay for the registration fee, travel, hotel accommodations, and provide a stipend to cover reasonable travel-related expenses in accordance with our travel guidelines.

Please note, honoraria/fees and work release time are not reimbursable and payment for substitutes are not covered. If selected, NEA will provide specific guidelines and information for travel arrangements and accommodations. NEA will also provide specific follow-up guidance and agreements for all presenters.

NEA will NOT cover any expenses for secondary or additional presenters (e.g., registration fee, flight, hotel, ground transportation, etc.).

Can I make changes to my session title/description/secondary presenters/panelists after receiving my acceptance notice? No. Proposal submitters will not be able to make such changes once their session has been accepted.

If my proposal is accepted, do I still need to register for the Summit? Yes. All primary presenters and secondary presenters/panelists will need to register for the Summit.

If I'm an external partner, can I become a member of NEA? It is highly recommended that any external partners who are not NEA members join as a Community Ally.

Who do I contact if I have questions about the proposal submission? If you have questions about your proposal submission, please contact Annelise Cohon at acohon@nea.org or Keturah Raabe at kraabe@nea.org.

Should I save a copy of this document and the submitted proposal? We ask that you carefully review this guidance and utilize it as a reference as you complete your application. We also suggest that you save this information and a copy of your submitted proposal for your files. You will not be able access your submitted proposal after the proposal deadline.