

Speaker Request Form

Thank you for your interest in speaking at an upcoming BNHRC meeting. Please complete the information below to be considered for a future speaking engagement. The completed form and any supporting information should be sent to programming@bnhrc.org.

Thank you for wanting to share your knowledge with our local HR community.

**Name:**

**Title:**

**Presentation Title:**

**Presentation Fee:**

**Presentation Length:** 60 minutes (generally, including questions and answer time)

**Presenter Contact Information:**

Phone:

Email:

Website:

Links where prior presentations can be viewed:

**Speaker Bio and Photo:**

*(Please feel free to include your bio and photo as an attachment.)*

**General overview of the program/presentation:**

*(this will also be used to promote the program to our members)*

**Specific learning objectives:**

*What will attendees learn as a result of attending?*

*What are the take-aways?*

*Why is this presentation important for HR professionals to attend?*

**If you have a copy of your presentation, we would appreciate a copy to turn in with our certification request. If not, this is not a problem.**

**If this presentation has been previously certified by the HRCI or SHRM, please include the session number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

*(Please disregard if not applicable)*