



## **APA Pennsylvania Southwest Section 2015 State Conference - Call for Volunteers**

The Southwest Section of APA/PPA is very pleased to announce that the 2015 Annual Conference of the PA Chapter of APA will be held in Pittsburgh, PA at the Westin Convention Center Pittsburgh on October 18-20, 2015.

With your help, the 2015 conference will be a great success. Our region has much of which to be proud and to share with conference attendees in the areas of recreation, conservation, transportation, new development and re-development. There is much to do for fun and entertainment as well, including biking, hiking, kayaking, museums, restaurants, microbreweries, tours of historic sites and more.

How can you help?

- Propose a theme or idea for “branding” the conference.
- Volunteer to serve on a subcommittee; see list and description below.

**Conference Theme.** Propose an idea or theme for the 2015 conference, which will create a unique identity for the conference. Some of the themes from past conferences are:

- 2014: Innovation from Historic Foundations (Philadelphia)
- 2013: Planning Innovations: Capital Ideas for our Communities (Harrisburg)
- 2012: Charting a New Course (Erie)
- 2011: Our Changing Landscape (Scranton)
- 2010: Cultivating Strong Communities (Lancaster)
- 2009: Investing in a Sustainable Future (King of Prussia)
- 2008: Cities of the Past: America’s Places of the Future (Pittsburgh)

**Conference Planning Subcommittees** Below is a list of the recommended subcommittees with a brief description of the main purpose of each subcommittee:

### **Fundraising Subcommittee**

- Develop and implement a fund-raising plan for the conference which would include sponsorships, advertisers and exhibitors.

### **Speaker Subcommittee**

- Research and propose potential speakers for all main sessions such as the opening Keynote, Pitkin Lecture, and Plenary Sessions.

### **Program Subcommittee**

- Solicit presentations for workshops, mobile workshops and poster sessions.

### **Mobile Workshops Subcommittee** (may be a subset of the Program Subcommittee)

- Coordinate with the Program Subcommittee to determine if any of the selected proposals could be mobile workshops.

### **Special Events**

- Plan and coordinate the opening reception (off-site), Monday evening reception with the Exhibitors, and other special events.

**Scholarship Raffle Subcommittee**

- Coordinate the annual event that raises money for the scholarship fund. Traditionally the event has been a basket raffle but the subcommittee can (should!) develop new/different events.

**Marketing/Communications Subcommittee**

- Engage local planning commissions, private firms, related organizations and professional associations and other to encourage participation and help promote the conference.

**Logistics Sub-Committee**

- Coordinate volunteers for conference and manage conference A/V needs

**Emerging Professional/Student Subcommittee**

- Coordinate programming for students and emerging professionals and do outreach to schools.

Please email your ideas for the conference theme and let us know which subcommittee you would like be on to [PPA.Pittsburgh2015@outlook.com](mailto:PPA.Pittsburgh2015@outlook.com) by September 4, 2014.

**Thank you!**