Call for Proposals

**Deadline for all submissions:** 29 May 2020, 5 pm Central Time

Members of the American Medical Writers Association (AMWA) are invited to submit proposals for our chapter’s annual roundtable event, to be held virtually on 25 June 2020 at 6 pm (Central). Our event typically encompasses many aspects of the medical communications field, including soft skills and career development, tech tools, the freelance life, etc.

Our roundtables are participatory, meaning each roundtable leader should be knowledgeable about the topic they propose, willing to provide a brief handout as appropriate, and comfortable starting and guiding the conversation. You do not need to be an expert in the topic you propose!

Submissions will be reviewed by the chapter leadership, who will select proposals based on the topic (Is it engaging and of interest to our members? Is there an audience for the topic? Will the topic sustain an hour of discussion?), the quality of the proposal (Does it adhere to submission guidelines? Is it well-written?), and the leader’s background in the topic (Is the leader knowledgeable in this area?).

**Topics of Interest**

Successful proposals will focus on topics of interest to our membership. Examples of topics that are likely to engage membership in our industry’s current environment include how to establish a second, independent income stream or pursue newer media to broaden one’s audience or enhance one’s brand (e.g., podcasting). Discussion of certifications and professional organizations that, likewise, may be of interest to our professionals interested in broadening or deepening their knowledge and networks.

Our chapter has a robust schedule of member education and engagement (webinars, regional events, an annual chapter conference, the annual McGovern lecture), so we encourage potential leaders to avoid topics recently covered by those events (i.e., narration in scientific writing, usability, cybersecurity, plagiarism).
Proposal Format

Proposals should be brief, with a description of the session comprising 100 words or fewer and a brief biosketch (what is your background in the topic you propose to lead?). Successful proposals will be professional and well-written.

Additionally, please include the following information in your submission:

Name (first, last, credentials)
Title
Company
City-State
Contact information (email and phone number):

By submitting a proposal, you agree that, if your proposal is selected for this event, you will:

- attend the event (it will be held virtually, via Zoom) and
- refrain from promoting your products or services.

Please submit your proposal by email to webinars@amwasw.org by 29 May 2020, 5 pm Central Time. Do not include links in your submission—any information you would like reviewers to consider should be included in the description or biosketch. Include all required information in the body of the email. Attachments will not be accepted.