



PRIZMAH

Center for Jewish Day Schools

PRIZMAH CONFERENCE 2023 SESSION PROPOSAL FORM FIELDS: PARTNER PRESENTERS

This document contains all of the questions that you will be asked on the Prizmah Conference 2023 session proposal form for Partner Presenters. Please use it to prepare your session proposal before filling out the form online. The link to the form, guidance about session proposals, and frequently asked questions can be found on the [Prizmah website](#).

Step 1: Your Session Title

To start your proposal, please share your working session title. Your title should quickly catch participants' attention, in 60 characters or fewer. It is possible we will ask you to revise the title during the session design process.

Step 2: About You and Your Co-Presenters

Please share the information of the presenter submitting this proposal.

Below, you will have the opportunity to add co-presenters if necessary.

- Preferred Prefix
- First Name
- Last Name
- School, Organization, Company
- Role or Job Title
- Preferred Email Address
- Preferred Phone Number
- Biography
 - Please provide a brief professional biography, 500 characters or fewer (including spaces), written in the third person. This bio will be edited by the Prizmah team before publication in our online program guide and use in marketing materials.
 - Reference [Prizmah Staff bios](#) for examples of how your biography should be written.

We are striving to design the Prizmah Conference as a space that fosters belonging among Jewish day school and yeshiva leaders. Our field is diverse, and we believe that the diversity of the field should be reflected among our presenters. The following questions will help the Prizmah team understand your background and think deeply about how we might, together, create an intentional culture of belonging at the conference and in our field, and help lift up traditionally underrepresented voices in the Jewish community. This effort is a work in progress; we appreciate your partnership and invite your feedback.

- **If you are Jewish, with which of the following denominations do you currently affiliate, if any? (please select all that apply)**
 - Conservative
 - Modern Orthodox
 - Orthodox
 - Reconstructionist
 - Reform
 - Renewal
 - I don't affiliate with a denomination
 - I am not Jewish
 - I prefer not to say
 - I prefer to self-describe:

- **If you are Jewish, which of the following best describes your Jewish ethnicity, origins, or customs, if any? (please select all that apply)**
 - American or Canadian
 - Ashkenazi (following Jewish customs of Central and Eastern Europe)
 - Ethiopian
 - Israeli
 - Sephardi (following Jewish customs of the Iberian Peninsula)
 - Jew by Choice
 - Mizrahi (following Jewish customs of North Africa and the Middle East)
 - Persian
 - None
 - I am not Jewish
 - I prefer not to say
 - I prefer to self-describe:

- **Which of the following best describes your race or origin? (please select all that apply)**
 - Asian or Asian American
 - Black or African American
 - Hispanic or Latino/a/x
 - Middle Eastern or North African
 - Native American or Alaska Native
 - Native Hawaiian or other Pacific Islander
 - White
 - I prefer not to say
 - I prefer to self-describe:

- **What is your gender identity?**
 - Man
 - Non-binary or gender non-conforming
 - Woman
 - I prefer not to say
 - I prefer to self describe

- **We want to create an environment where all individuals can fully participate. What accommodations, if any, might you need to ensure the environment supports your abilities?**

Co-Presenter Information

Add any other presenters who will be collaborating with you on this session

- Preferred Prefix
- First Name
- Last Name
- School, Organization, Company
- Role or Job Title
- Preferred Email Address
- Preferred Phone Number
- Biography
 - Please provide a brief professional biography, 500 characters or fewer (including spaces), written in the third person. This bio will be edited by the Prizmah team before publication in our online program guide and use in marketing materials.
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- **With which Jewish denominations do you affiliate?**
 - Conservative
 - Modern Orthodox
 - Orthodox
 - Reconstructionist
 - Reform
 - Renewal
 - I don't affiliate with a denomination
 - I am not Jewish
 - I prefer not to say
 - I prefer to self-describe:
- **Jewish ethnicity, origins, or customs, if any?**
 - American or Canadian
 - Ashkenazi (following Jewish customs of Central and Eastern Europe)
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 - Jew by Choice
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 - None
 - I am not Jewish
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- **What best describes your race or origin?**
 - Asian or Asian American
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 - Middle Eastern or North African
 - Native American or Alaska Native
 - Native Hawaiian or other Pacific Islander
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 - I prefer not to say
 - I prefer to self-describe:

- **What is your gender identity?**
 - Man
 - Non-binary or gender non-conforming
 - Woman
 - I prefer not to say
 - I prefer to self describe

- **What accommodations, if any, might you need?**

Step 3: Your Session Proposal

These questions are designed to give us information about your session and to help the Prizmah team determine whether or not your proposal is aligned with the goals of the Prizmah Conference. This form is the start of a conversation - we are specifically looking for presenters who are excited to partner with us to design high quality learning experiences for our participants.

If your session is accepted, the Prizmah team will edit your submission for publication in our online program guide, conference app, and marketing materials. We are looking forward to working with you to build your session(s).

Description

Your description should be succinct, telling the participant the gist of what they will learn, do, and take away. Guidelines: Frame your description using imperative verbs (explore, learn, discover, etc.). Avoid extraneous language, such as “In this session” and “This workshop is highly interactive.”

- Working Session Description (500 character maximum)

Format, Category, and Audience

This information helps route your session proposal to your design partner on the Prizmah team. Participants will also be able to use this information to sort and filter the conference schedule to find content that is relevant to their interests.

- **Session Format (select one)**
View the [session proposal guide](#) for more information on session formats
 - Expert Presentation

- Panel Discussion
- Learning Lab
- **Content Category (select one)**
 - Addressing Day School Affordability
 - Communal and School Endowment
 - Educational Technology
 - Governance and Lay Leadership
 - Jewish Life in Schools
 - Mental Health and Wellness
 - Research Into Practice
 - School Advancement (Enrollment, Fundraising, Marketing and Communications, and Community Engagement)
 - School Culture, Relationships, and Community
 - School Leadership Pipeline and Development
 - Teaching and Learning: Judaic and General Studies
- **Target Audience (select up to 3)**
 - Admission Professionals
 - Alumni Professionals
 - Business Managers / CFOs
 - Development Professionals
 - Donors / Investors
 - Educational Administrators / Directors of Teaching and Learning
 - Heads of School
 - Jewish Communal Professionals
 - Judaic Studies Professionals
 - Lay Leaders / Board Chairs
 - Marketing and Communications Professionals
 - Principals
 - Small School Leaders
 - Student Services Professionals / School Counselors / School Psychologists
 - Technology Professionals
- **What knowledge or experience level is your session appropriate for? (select one)**
 - Introductory: New to topic / subject matter
 - Intermediate: Assumes some familiarity with or exposure to core content
 - Advanced: Supports learning needs and objectives of experienced leaders and change agents
 - Expert: Engages established leaders and encourages collegial problem-solving, feedback and exchange
- **Are you a member of the Network for Research in Jewish Education, and if so would you like to submit this proposal for the Research Into Practice program?**

Design Foundations

These short answer questions (no more than one paragraph / 600 characters each) will help the Prizmah team better understand how you intend to design your session. We appreciate the intention and preparation you put into your proposal, and - if your session is accepted - look forward to using this information as a starting point to design together.

- Prizmah Conference sessions are designed to meet the emergent needs of the leaders of the Jewish day school and yeshiva field, including professionals and lay leaders, and address ideas and trends shared across the field. Please share your session's goals, and what sorts of content you might bring and conversations you might facilitate.
- Prizmah Conference sessions empower participants to integrate their learning within their particular context and practice. Please describe what participants might take away, and how they might apply their learning to their own context.
- Prizmah Conference sessions foster belonging, build connections, and work to strengthen the community of Jewish day school and yeshiva professionals. Please describe how your session will encourage participants to engage with their peers.

Step 4: Logistics

These questions will help the Prizmah team understand what you need in order to make your session successful. We will make every effort to accommodate your requests within our limited budget and tight schedule.

- **Technology Requests: If you need technology to accomplish your goals, please request it here. Note that if you are using a projector, you must bring your own laptop and adapter/dongle (if required). (please check all that apply)**
 - Projector and screen
 - Sound system for music or video
 - Other: Please Specify
- **Session Supply Requests: If you need materials to accomplish your goals, please request them here. (please check all that apply)**
 - Flip chart and markers
 - Post-it notes
 - Pens
 - Sharpies
 - Markers
 - Other: Please Specify
- **Timing: While we cannot guarantee that your session will be scheduled on any particular day, are there any days of the conference that you know you *WILL NOT* be able to attend?**
 - Sunday, January 8, 2023
 - Monday, January 9, 2023
 - Tuesday, January 10, 2023

- **Conference Registration:** The Prizmah Conference is designed by the field and for the field, and we are proud to be one of the leading opportunities for leaders of the Jewish day school and yeshiva field to share ideas and approaches. Generally, we do not provide an honorarium, travel and hotel reimbursement, or discounted registration to Partner Presenters and Field Presenters who submit sessions through this session proposal process. By submitting my session proposal, I agree that if my session is accepted, I will register for the conference and arrange for my own travel.
 - Yes, I understand
 - No, I'd like to discuss this further
- **Session Design:** The Prizmah team is excited to partner with you to design your session. We are committed to sharing feedback on your proposal and working with you to create a meaningful learning experience for our participants. By submitting my session proposal, I agree that if my session is accepted, I will meet with a Prizmah team member 1-2 times between now and the conference to plan together.
 - Yes, I understand
 - No, I'd like to discuss this further
- **Covid Safety:** Prizmah prioritizes the health and safety of our community. We closely monitor CDC, local health authority, and Prizmah medical advisory team guidance for gatherings, and will follow those guidelines. Conference participants, presenters, exhibitors, and our Prizmah team are required to be fully vaccinated against Covid-19. Full Covid safety protocols will be shared with participants in Fall 2022 and updated as needed. By submitting my session proposal, I understand that I must be fully vaccinated in order to attend, and I will submit my proof of vaccination when I register for the conference.
 - Yes, I understand
 - No, I'd like to discuss this further
- **Is there anything else that you have not yet shared that it is important for the Prizmah team to know, or are there any questions that you have?**

Evaluation Rubric

The Prizmah team will use the following metrics to evaluate your session proposal.

- The extent to which your session meets the emergent needs of the leaders of the Jewish day school and yeshiva field, including professionals and lay leaders.
- The extent to which your session addresses ideas and trends shared across the field.
- The extent to which your session is grounded in data, research, and knowledge.
- The extent to which your session empowers participants to integrate and apply their learning within their particular context and practice.
- The extent to which your session fosters belonging, builds connections, and works to strengthen the community of Jewish day school and yeshiva professionals.
- The extent to which your session connects participants to their own creativity and exposes them to fresh ideas and approaches.