

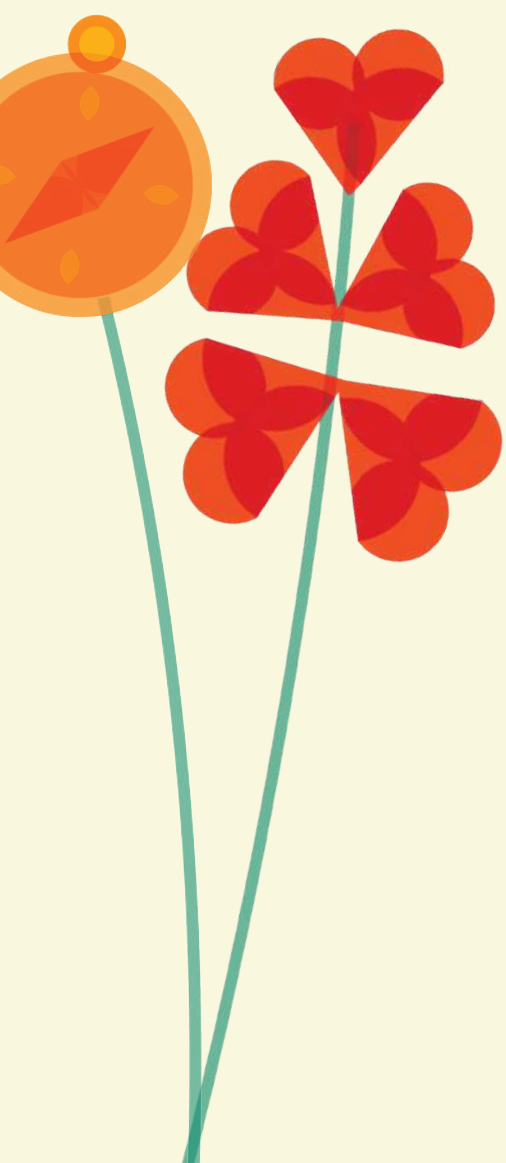
cpc24

A vibrant, abstract illustration featuring a yellow background with various geometric shapes and patterns in shades of orange, red, and green. In the center, there are silhouettes of four people's heads in profile, facing right, rendered in a teal color. The overall style is modern and artistic, with a focus on color and form.

UN COMMON

Breakout Speaker Application Guide

INCM



HELLO!

Thank You for your interest in applying to be a Breakout Speaker at Children's Pastors Conference 2024, hosted by the International Network of Children's Ministry.

CPC24 will take place at Disney's Coronado Springs Resort in Orlando, Florida | January 9-11, 2024

This document is designed to help guide you through the application process. Please read it in its entirety.

APPLICATIONS ARE DUE BY JUNE 2, 2023

BREAKOUT SPEAKER APPLICATION GUIDE

GENERAL INFORMATION

About INCM and CPC

The International Network of Children's Ministry (INCM) has served children's ministry leaders for over 40 years.

The mission, connecting children's ministry leaders to what they need (training, resources, and community) so they can do what God has called them to do, is driven by a belief that children's ministry has an integral role in shaping the future of the church.

CPC is the largest independent event uniquely designed to help leaders thrive in children's ministry. This annual gathering is a live expression of the mission of INCM.

Each year, breakout speakers are invited into this mission and make a lasting impact on leaders at CPC as they help connect them to the training they need to continue to champion the discipleship of kids and families.

CPC Breakout Philosophy

The purpose of breakouts is for training children's ministry leaders on skills, knowledge, and attitudes that will aid them in their role in Children's Ministry.

Breakout training should empower leaders with education immediately applicable to their ministries.

CPC serves a wide range of leaders. Breakout Speakers should develop their sessions in such a way that it honors the diverse ministry contexts represented.

INCM is an independent ministry and therefore breakouts are not for the purpose of selling ministry products or resources.





CPC24 SCHEDULE

{tentative}

MONDAY

6pm-8pm Early Check-In Party
 7pm-8pm New-to-CPC Networking Event

TUESDAY

7:30am-9pm Check-In Open
 9am-10:30am General Session One: Worship & Prayer Experience
 10:50am-11:50am Breakout #1
 12pm-2pm Lunch Break
 12:15pm-12:45pm Coaching Appointment #1
 1pm-2pm Solo at CPC Networking Event (registration required)
 2pm-3pm Breakout #2
 3:15pm Grand Opening Resource Center
 3:15pm-5:30pm Resource Center Open
 5pm-7pm Dinner Break
 7pm-8:30pm General Session Two
 8:30pm-10:00pm Resource Center Night Life!

WEDNESDAY

8:30am-5:30pm Check-In Open
 9am-10:30am General Session Three
 10:50am-11:50am Breakout #3
 11:45am-3:15pm Resource Center Open All Day!
 12pm-2pm Lunch Break
 12:15pm-12:45pm Coaching Appointment #2
 2pm-3pm Breakout #4
 3:30pm-5:00pm General Session Four
 NIGHT OFF!

THURSDAY

8:30am-6:30pm Check-In Open
 9am-10:30am General Session Five
 10:30am-4:15pm Resource Center Open All Day!
 10:50am-11:50am Breakout #5
 12pm-2pm Lunch Break
 12:15pm-12:45pm Coaching Appointment #3
 2pm-3pm Breakout #6
 3:15pm-4:15pm Resource Center - Final Hour
 4:30pm-6pm General Session Six

CPC BREAKOUT SPEAKER QUALIFICATIONS

Active discipleship
relationship with
Jesus.



Intentional engagement
in the Children's and/or Family
Ministry community either
online, locally, or abroad.

**Command of relevant
knowledge**, understanding,
and experience in the topic
you hope to teach.



Passion for Children's
Ministry leaders and
the discipleship of
kids and families.

Positive, engaging,
and competent
speaking presence.



Experience training
Children's and/or Family
Ministry leaders outside
of your church either
in-person or online.

Positive reputation
within the
children's ministry
leader community.



APPLICATIONS
ARE DUE BY
JUNE 2, 2023

PREPARING TO COMPLETE THE APPLICATION

Preparing to Complete the Application:

To save time before opening the application, consider having some information ready to go. Listed below are some key items that are to be provided. Please note the specific requirements for each one.

PERSONAL INFORMATION:

- ✓ **Bio** - Provide a 50-word bio, professionally edited.
- ✓ **Headshot** - Provide a high-quality headshot, 200 x 200 pixels (Ratio 1:1).
- ✓ **Video** - New applicants will be asked to provide a 2-minute introduction video detailing their role in children's ministry and what they love most about the children's ministry leader community. The video does not have to be professional. You can do it on your phone.
- ✓ **References** - New applicants will be asked to submit the name, email, and phone number of a person (not family) that can vouch for their speaking ability.

BREAKOUT SUBMISSIONS:

- ✓ **Breakout Title** - Ensure titles are concise and captivating.
- ✓ **Breakout Description*** - Provide a 75-word description for each topic submission. Clearly identify the "why" and the learning objective of the breakout. Unclear and long descriptions will significantly and negatively affect the scoring of your application.
- ✓ **Takeaway** - Provide 1 main takeaway for each of your breakout topic submissions.
- ✓ **Category/Experience Level** - Provide the category (see next page) and experience level that best applies to the content.

*Please contact the Training Manager if you would like coaching or examples of good descriptions.

PRO TIP:

Prepare breakout submission titles, descriptions, and takeaways on a separate document before opening the application. Then, when completing the application, this information can just be copied and pasted to the form.

PREPARING TO COMPLETE THE APPLICATION, cont.

BREAKOUT CATEGORIES:

Breakout categories aid in the organization of the training experience for the community at CPC. Please use the category descriptions to guide breakout topic development.

Here is a list of the Breakout Categories at-a-glance. Please click here to see the descriptions in their entirety.

- » **LEADERSHIP**
- » **VOLUNTEERS**
- » **DISCIPLESHIP**
- » **MINISTRY ADMINISTRATION**
- » **OUTREACH**
- » **PARENTS AND FAMILY**



RESOURCE PROVIDERS AND COACHING

INFORMATION FOR RESOURCE PROVIDER APPLICANTS

INCM defines a Resource Provider as a person who works for an organization that supports the Children's Ministry community in the capacity of organizational partnership with INCM through year-round initiatives or as an exhibitor at CPC. This includes:

- » Contract employment that allows a person to represent the organization throughout the year
- » Sponsored Speakers
- » Paid Staff Members

INCM desires to see Resource Providers taking the opportunity to teach and coach throughout the CPC event. It is a fantastic way to meet the community and connect them to the tools and resources they need.

It is important to note, however, that acceptance as a breakout speaker does not mean automatic acceptance into the Resource Center. Likewise, an organization's acceptance into the Resource Center in no way indicates automatic acceptance as a breakout speaker. These opportunities require separate application processes that are overseen by two different departments of INCM. These processes do not influence each other.

Any Resource Provider applying to be Breakout Speaker should indicate that on his/her application.

COACHING OPPORTUNITIES

During CPC, attendees have the opportunity to schedule a free, 30-minute coaching appointment where they connect one-on-one with a ministry expert who will coach them through a specific ministry issue.

Anyone interested in becoming a coach should indicate that on their application and feel free to contact Joy Goodwin at joy.goodwin@incm.org with any questions.



OUR PROCESS

BREAKOUT COMMITTEE

Each breakout application is reviewed by a committee of active children's ministry practitioners, trainers, and academics.

PROCESS

Applications that advance through initial screening will be scored using the following criteria: Relevance, uniqueness, clarity of

focus, the usefulness of takeaways, and overall helpfulness to the leader.

Additionally, each speaker will be evaluated by his/her level of engagement in the children's ministry leader community and more. See the page called "Speaker Qualifications".

The Breakout Committee works in close collaboration with the Training Manager and the INCM staff.

FAQs

? Do I receive any compensation for teaching at CPC24?

We offer speakers a \$100 honorarium per breakout/hour of training taught. This amount may differ if you lead a breakout with more than 1 person. If selected, the honorarium amount will be specified in your agreement. You do have the opportunity to accept or decline your honorarium.

NOTE: If you are teaching as part of an organizational presence at CPC, we highly recommend you decline your honorarium to keep the breakout process above reproach.

? Would any of my travel costs be covered?

No. Due to the number of speakers present at CPC, it is not feasible for INCM to provide for travel, meal, and accommodation expenses for each breakout speaker.

? What if I want to collaborate with other speakers for a breakout?

If you would like to co-teach a breakout with another speaker(s), please email Mahogany at mahogany.finley@incm.org and you will receive your next steps.

? Can I participate in the rest of the conference?

All CPC Breakout Speakers receive complimentary access to the entire event, and we highly encourage each speaker to participate as fully in the event as possible.

MANY THANKS!

We are so grateful for your desire to be a part of CPC24 by serving as a Breakout Speaker! Our goal is to help our CPC attendees to grow in the skills, knowledge, and attitudes they need as children's ministry leaders to do what God has called them to do. We are praying for you as you consider your topics and ask you to pray for us as we make decisions about the breakouts.

If you have any questions or need clarity on anything concerning this document, or the CPC24 Breakout Speaker Application, please don't hesitate to email me at mahogany.finley@incm.org.

Thank you for being a part of the INCM community!

Mahogany Dudley-Finley

TRAINING MANAGER, INCM