



Continuing Legal Education Arm
of the Pennsylvania Bar Association

To: Potential Faculty for PBI's Employment Law Institute
From: Carolyn L. Wepfer, Program Attorney
Emily Barnes, Program Manager
Date: July 2016



Share your ideas

Is there an employment law topic you would like to propose for next year's Employment Law Institute? We would love to hear from you.

We know that you know best what's happening in the employment law arena. The planning will be beginning soon for the 2017 Institute, so our search is on for timely topics. Based on audience responses, we know that audiences love practical "how to" advice, analysis of cutting edge legal trends in employment law and the latest information on what's happening in the workplace. They also like hearing both the management and employee perspectives.

We welcome your suggestions of specific topic(s) about which you would like to teach. Just mail, fax or e-mail to cwepfer@pbi.org a short abstract (50-100 words) outlining the proposed topic and possible copresenters. The deadline for submitting your proposal is **Wednesday, August 31, 2016**.

Tell us about the format you would like to use.

Engaging your audience is as important as identifying your topic. Our audiences appreciate creative teaching approaches that make good use of audiovisuals and keep the audience interested and involved.

Your recommendations of possible new faculty would be appreciated.

We would also appreciate your recommendations of knowledgeable and dynamic speakers you would like to hear from at the Institute.

Written Materials

If your proposal is included in this year's Institute, you will be asked to prepare an originally authored chapter of approximately 25 pages, which will be included in the Institute books. Your chapter should be an original, complete treatment of your subject so that those who do not attend your session may use it as a reference. PowerPoint slides are NOT an acceptable substitute for written materials.

When and Where

Next year's Employment Law Institute will be held **Thursday and Friday, April 27-28, 2017** at the Pennsylvania Convention Center in Philadelphia.

We look forward to hearing from you so that we can work together to make the 23rd Annual Employment Law Institute the best one yet!



Share your ideas

Your ideas will help us make the next
Employment Law Institute
the BEST ever!

This is the topic I would like to present at the Institute:

This is the format I would use to present my topic
(i.e., PowerPoint, Top 10 list, point/counterpoint,
case study, exercise or polling with the audience):

Topic description:

I would like to see these additional topics presented at the Employment Law Institute:

Speaker suggestions:

Your name:

Please return no later than August 31, 2016

Please return to: Carolyn L. Wepfer, Esquire, PBI, 5080 Ritter Road, Mechanicsburg, PA 17055-6903

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