



# Carlisle Garden Club Earth Day Celebration



04.22.2020

## Overview

Earth Day speakers at Corey Auditorium, Carlisle Public School. 7pm-9pm on April 22, 2020

- 🌱 Up to six residents or people associated with Carlisle will give a series of 10-minute talks discussing an aspect of their research, work, or passion – or all three. We welcome topics relating to the environment, sustainability, and/or climate change.
- 🌱 There will be a discussion with all the speakers and the audience at the end of the evening.
- 🌱 The free event is targeted for speakers and audience 15 years or older.
- 🌱 The event will be videotaped as a community resource. Please ensure that you have any necessary permission to share information from your company.

## Speakers

We are hoping to have a diverse selection of topics covered by speakers from different backgrounds and professions. If we have more than six proposals, the committee will choose speakers and craft a theme from for the event from the proposed subject matter. This means that if we get two possible speakers on one subject, only one speaker may be chosen.

## Subjects

Subject matter can include the environment, policy, new ways of practice, sustainability research, new inventions, education, activism, and more. The idea is for us to exchange knowledge and create synergy as part of a unique community celebration.

Your presentation cannot be a sales pitch for a product. You can speak about your product, but your talk should cover aspects of the product that educate the audience. There will be a marketplace for a miniature trade show at the Corey entrance area if there is enough demand.

## Requirements

There will be a strict time limit on the talks as we have to vacate the building at 9pm.

- 🌱 Speakers should be familiar with giving short, concise presentations. Consulting is available to speakers who request assistance.
- 🌱 If you are not familiar with creating a PowerPoint slide deck, we have tutors available to help.
- 🌱 Presentation should include a maximum of 14 slides; 10-11 slides are recommended.
- 🌱 Presentation should contain both desired text and illustrations.
- 🌱 Text font should be a minimum of 18 points.

## Presentation Coordination

The slide presentation will be submitted by 10 March for review and coordination with the Earth Day Committee. This ensures that we can propose and include any additional information, including a mini biography and speaker photo, onto the webpage before the event.

- 🌱 Any edits to the presentation should be finalized by April 1st.
- 🌱 The committee will upload all presentations onto a single computer to create a smooth transition between speakers.
- 🌱 All speakers are presenting as volunteers.
- 🌱 To keep printing to a minimum, the Earth Day Committee will provide speaker profiles and any links for additional information on the Garden Club webpage.

## Key Dates

6 January 2020:	Submission date as proposed speaker.
1 February 2020:	You will be informed if your talk has been selected.
10 March 2020:	Initial talk submission and additional information. Possible editing and clarifications.
1 April 2020:	Final presentation due. Earth Day Committee webpage finalized.
22 April 2020:	Free public event at Corey Auditorium

## Speaker Submission Information

Please provide the following information in an email message (**Subject: Earth Day Speaker Proposal**) and send it to the address shown below the table by 6 January 2020. We look forward to hearing from you.

Name	
Email address	
Phone number	
Carlisle address	
Talk subject	The exact title can be finalized later.
Please provide a 300 to 500 word abstract of your talk.	We will use this description to evaluate your proposal.
Webpage links that are appropriate to your talk	If applicable.

Profession / Job Title / Expertise	Choose the description that is most relevant to your talk.
Mini biography	You may write a mini biography or provide a link to a web page or to your LinkedIn profile.
Age (choose a group)	15-25   26-40   41-65   65-80   80+
Accessibility	Do you have any accessibility needs?
Marketplace	Do you have a product that requires a trade table?
PowerPoint and public speaking background	Do you need help with creating a PowerPoint presentation, or help trimming your talk to 10 minutes?

## Submission email

[carlisleearthday2020@gmail.com](mailto:carlisleearthday2020@gmail.com)

Please submit your proposal to this address. You can send clarification questions to this same email. Please provide a phone number where we can call you if necessary.