



PTAC

Preschool Teachers  
**A**dventure  
Conference

**Workshop  
Presenter  
Application  
Guide**



# Hello!

Thank You for your interest in applying to be a Workshop Presenter at **PTAC**.

This document is designed to help guide you through the application process.



## **Main Stage ( July **PTAC** )**

Attendees will get to hear some amazing keynote speakers and get to worship along with 800 other weekday ministries and children's ministries' leaders.

## **Over 300 workshops to choose from (July **PTAC**) Over 75 workshops to choose from (Winter **PTAC**)**

Experience in depth training from leading experts and practitioners. Everything from preschool ministry to leadership, special needs, creativity, child growth and development, curriculum, health & nutrition, math, science, music, movement and more! No matter where you serve in ministry, there are workshops for you!

## ****PTAC** of course is going to be fun!**

The 3 days will challenge you to be the best you can be! You'll sharpen your tools, get new ideas, make new friends, and walk away with a renewed sense of passion.



The conference has served preschool teachers and directors for over 25 years.

The mission of **PTAC** is to provide Christian training for preschool teachers and directors by challenging them to sharpen their skills with new idea and leave **PTAC** with revitalized enthusiasm to influence the faith future of God's littlest learners.

Each year, workshop presenters connect our attendees to training that is required by the State of Texas.

### **PTAC Workshop Philosophy**

The purpose of the workshops is to train early childhood teachers and directors with skills and knowledge that will encourage them in their roles.

Workshop training should empower teachers and directors with education immediately related to their current position.

**PTAC** serves a wide range of attendees. Workshop leaders should develop their sessions appropriately.

**PTAC** is an independent conference and therefore workshops are not for the purpose of selling products and resources.

**Essentials:** These are our core theological tenets. They are the principles on which our faith is built. Essentials cannot be compromised.

- We believe in the Doctrine of the Trinity; that the LORD our God is one. The one true God exists in three distinct Persons: Father, Son, and Holy Spirit, in one essential being without confusion. The Lord our God is the One who was, who is, and who is to come. He is the Almighty. He is Creator of all things and is the source of life, truth, and morality, the author and finisher of our faith.
- We believe the Holy Scriptures of the Old and New Testaments are the inspired Word of God; the authoritative and infallible rule of our faith and practice.
- We believe in the historic actuality of the virgin birth of our Lord Jesus Christ and His divine/human nature.
- We believe in the historic actuality of the miracles of our Lord Jesus Christ as conveyed to us in the pages of Holy Scripture.
- We believe that the death and resurrection of Jesus Christ were both necessary and sufficient for atoning for our sins and to provide us the only way of salvation and life eternal.
- We believe in the historic actuality of the bodily resurrection of our Lord Jesus Christ and His coming again.
- We believe that we are saved by grace, through faith, alone, not of any works lest anyone should boast.
- We believe God created mankind in His image, male and female He created them (Genesis 1:27). Human beings are both spiritual and physical creatures, and all humans are descendants of Adam and Eve.
- We believe in the universality of sin. Since the fall, (Genesis 3), every person has been born with an internal sin nature that causes us to rebel against God and His will. The only way to be restored to right relationship with God is through faith in Jesus Christ. “For all have sinned and fall short of the glory of God, and are justified by his grace as a gift, through the redemption that is Christ Jesus.” (Romans 3:23-24)

## PTAC Summer Schedule

### Monday

9 am -12pm CPR First Aid

### Tuesday

7:15 am Check-In  
7:30 am – 9am Continental Breakfast  
7:50 am -8:15 am Praise & Worship  
8:20 am-9:15 am Keynote Speaker  
9:30 am-10:20am Workshop #1  
10:30 am -11:20 am Workshop #2  
11:30 am – 12:20 pm Workshop #3 or Lunch #1  
12:30 pm -1:20 pm Workshop #4 or Lunch #2  
1:30 pm –2:20 pm Workshop #5  
2:30pm – 3:20 pm Footnote Speaker

### Wednesday

7:15 am Check-In  
7:30 am – 9am Continental Breakfast  
7:50 am -8:15 am Praise & Worship  
8:20 am-9:15 am Keynote Speaker  
9:30 am-10:20am Workshop #1  
10:30 am -11:20 am Workshop #2  
11:30 am – 12:20 pm Workshop #3 or Lunch #1  
12:30 pm -1:20 pm Workshop #4 or Lunch #2  
1:30 pm –2:20 pm Workshop #5  
2:30pm – 3:20 pm Workshop #6

### Thursday

7:15 am Check-In  
7:30 am – 9am Continental Breakfast  
7:50 am -8:15 am Praise & Worship  
8:20 am-9:15 am Keynote Speaker  
9:30 am-10:20am Workshop #1  
10:30 am -11:20 am Workshop #2  
11:30 am – 12:20 pm Workshop #3 or Lunch #1  
12:30 pm -1:20 pm Workshop #4 or Lunch #2  
1:30 pm –2:20 pm Workshop #5  
2:30pm – 3:20 pm Footnote Speaker

## PTAC Winter Schedule

### Saturday

7:15 am Check-In  
7:30 am – 9am Continental Breakfast  
7:50 am -8:15 am Praise & Worship  
8:20 am-9:15 am Keynote Speaker  
9:30 am-10:20am Workshop #1  
10:30 am -11:20 am Workshop #2  
11:30 am – 12:20 pm Workshop #3 or Lunch #1  
12:30 pm -1:20 pm Workshop #4 or Lunch #2  
1:30 pm –2:20 pm Workshop #5  
2:30pm – 3:20 pm Workshop #6



## Workshop Speaker Qualifications

Active  
discipleship  
relationship  
with Jesus.

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

Positive, engaging,  
and competent  
speaking presence

Experience training  
Early Childhood  
teachers and  
directors either in  
person or online.

Passion for Early  
Childhood  
teachers and  
directors and  
teaching children

Positive  
reputation within  
the Early  
Childhood  
Community

Intentional  
engagement in  
Early Childhood  
Education.



# 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, 200x200 pixels (Ratio 1:1)

**Reference** 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.

## Workshop Submissions

**Workshop Title** Ensure titles are concise and captivating.

**Workshop Description** Provide a 25-word description for each topic submission. Clearly identify the “why” and learning objective of the workshop. Unclear and long descriptions will significantly and negatively affect the scoring of your application.

**Takeaway** Provide 1 main takeaway for each of your workshop topic submissions.

**Category** Provide the category (see next page)



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### Pro Tip

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

# Preparing to Complete the Application cont.

## PTAC Workshop Categories

Workshop categories aid in the organization of the training experience for the attendees at PTAC. Please use the category descriptions to guide workshop development.

1. Professional Development
2. Age- Appropriate Curriculum
3. Discipline and Guidance
4. Child Growth and Development
5. Teacher Child Interaction
6. Special Needs
7. Health and Nutrition
8. Observation and Assessment
9. Safety
10. Cultural Diversity
11. Math and Science
12. Music and Movement



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## Presenter Proposal

If you would like to be a workshop presenter or know someone who would like to be a presenter, please fill out the information below and email or send it to the address below.

Presenter: \_\_\_\_\_

### Presenter Contact Information

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

School / Organization: \_\_\_\_\_

Session Title: \_\_\_\_\_

Session Length: \_\_\_\_\_

Summary of the Proposal:

Presenter Qualifications: \_\_\_\_\_

Equipment Needs \_\_\_\_\_

PTAC

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# Our Process

## Workshop Committee

Each workshop application is reviewed by the **PTAC** Staff.

## Process

Applications that advance through the initial screening will be scored using the following criteria.

- Relevance
- Uniqueness
- Clarity of focus
- Usefulness of Takeaway
- Overall helpfulness to the leader

## FAQ's

**Do I receive compensation for teaching at **PTAC** ?**

We offer speakers a \$150 honorarium per workshop/ hour of training taught.

**Would any of my travel costs be covered?**

No. Due to the number of speakers present at **PTAC** , it is not feasible to provide for travel, meal, and accommodation expenses for each workshop presenter.

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

If you would like to co-teach a workshop with another speaker the honorarium will be split between the two of you. Both of you must fill out the application.

**Can I participate in the rest of the conference?**

All **PTAC** workshop speakers receive complimentary access to the entire event.

# Many Thanks

We are so grateful for your desire to be a part of **PTAC** by serving as a Workshop Presenter! Our goal is to help our **PTAC** attendees to grow in the skills, knowledge, and attitudes they need as early childhood leaders to do what God has called them to do. We are praying for you to consider your topics and ask you to pray for us as we make decisions about the workshops.

If you have any questions or need clarity concerning this document, please do not hesitate to email [taps@windwoodpc.org](mailto:taps@windwoodpc.org).

Thank you for being part of the **PTAC** community.





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