

Hosting FEA Community Calls

What you need to know

FEA designates wishing to host or cohost a FEA Community Call will be (for now) selected on a first come first served basis. Preference will be given to FEAs choosing to cohost.

Please familiarize yourself with the Purpose and Format and remember this is not:

- A place to promote yourself or your practice
- A presentation/webinar where the majority of people are passive learners

You need to include the following:

- Names of hosts
- Topic for discussion
- Context for the discussion
- Supporting material for pre-reading, watching or listening. For example, webinar, podcast or article.
- The question/s you will be asking the FEA community
- Will you be using a PPT. Guidelines for PPT are:
 - To be used to frame the conversation
 - Maximum 5 slides and 10 minute presentation
 - Slides to be approved 3 days prior to call
- Will you be including 1 – 2 breakout sessions?
 - While the goal of the community call is to engage in a robust discussion with our FEA peers we know that virtual platforms with a large audience is not always conducive to this goal.
 - Using 1 or 2 breakouts with planned questions can help to generate conversations between smaller groups of FEAs and then the larger forum.

If you are interested in hosting an FEA Community Call, please complete [the Host Application Form here](#).

If you have any questions please contact [Russel Baskin](#), National Director, Education and Programming at FEA.