



**GILDA'S
CLUB
QUAD CITIES**

An Affiliate of the
CANCER SUPPORT COMMUNITY

Workshop-Lecture-Program Speaker Form

Please fill in blanks below. Please note that actual dates and times of accepted workshop proposals will be dependent on availability in our program calendar.

Title of Proposed Event:

Proposed Date:

Proposed Times:

Location Preference*: **Davenport Clubhouse** **Moline Clubhouse**

Name:

Phone:

Address:

E-mail:

Credentials:

Bio:

Proposed Description:

Audio, Visual, Setup Needs:

Program can be offered hybrid: YES NO

Program can be streamed to Facebook: YES NO

Thank you for volunteering your expertise. Location preference will be considered pending availability. By agreeing to present at Gilda's Club Quad Cities means you agree to the guidelines on the following page. If you have any questions, please contact Program Director Kelsey Allen at kelsey@gildasclubqc.org or 563-326-7504.



Guidelines for Speakers & Facilitators

Gilda's Club Quad Cities utilizes the expertise of countless individuals to enrich our workshops and educational programming and provide a relaxed atmosphere where members can learn and ask questions. We've developed this list of "Do's and Don'ts" for our facilitators; whether you are leading a onetime program or an ongoing program for our members.

- We create educational programs around our "Empowerment Approach" in which we teach skills or strategies our members can incorporate into their lifestyle. (i.e. Give a man a fish and you feed him for a day; teach a man to fish and you feed him for a lifetime.)
- We do not provide individual services. All workshops/educational programs are carried out in a group setting (i.e. Reiki Share rather than individual reiki sessions)
- We take pride in not having a "medical" feel to our programs. Facilitators do not collect medical information or private information from attendees.
- We welcome facilitators' business cards and/or brochures. However, these materials should not have prices for services listed unless specifically asked for by an attendee. We have a strict "no solicitation" policy.
- No one should ever feel that they are responsible for their cancer or in some way contributed to their diagnosis. We ask that you are sensitive to these topics regardless of the focus of the program.
- We do not provide medical advice. We encourage members to speak to their doctors and/or oncologist for answers to specific health questions.
- We are not permitted to apply anything to members skin (makeup, moisturizers, etc.) unless it is part of our "Feel More Like You" program through Walgreens.
- We do not provide "treatments" such as massage, spa treatments, acupuncture, etc.
- Our membership is made up of many backgrounds, cultures, religions, and spiritual beliefs. We ask that the content of the program be respectful and inclusive for people from all belief systems.
- All programs we provide are free of charge. There should never be an exchange of money during a program between facilitator and attendees.

Please sign below to indicate your understanding

Signature: _____

Date: _____

Please return this signed form, agreement, and bio, to Program Director Kelsey Allen:

By mail: ATTN: Kelsey Allen, Gilda's Club Quad Cities, 1351 West Central Park Avenue, Suite 200, Davenport, Iowa 52804 or **By email:** kelsey@gildasclubqc.org