The **Personalized Learning Summit** is the premier event for leaders who are transforming teaching & learning. Over the course of 3 days, join a community of personalized learning practitioners, experts, and enthusiasts to learn from each other, help shape the future of learning together, and prepare the students of today for tomorrow.

The PL Summit includes professional development opportunities, dynamic and engaging sessions, networking events, inspiring and insightful keynotes, and tours of the some of the most innovative companies in the San Francisco-Bay Area.

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**WHAT SHOULD I EXPECT AS A ROUNDTABLE FACILITATOR?**

- As a roundtable facilitator, you will host a small group conversation with 8-15 participants.
- This roundtable will last 75 minutes and should focus on a specific question of your choice.
- As the facilitator, we ask that you select the question, prepare a few resources to share, design an agenda to guide the conversation, and ensure all roundtable participants are able to talk and share resources.
- Your group will be seated at round banquet tables and will not have access to a projector- we do this to encourage conversation.

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**WHY FACILITATE?**

As a roundtable facilitator, you will receive:

- Free conference registration
- Access to all PL Summit events
- Education Elements' **Bring Your Own Thoughts** blog post spotlight
- Robust networking opportunities

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**TIMELINE**

- **Dec 7, 2017:** Proposals due
- **Jan 15, 2018:** Notification of application status
- **Jan 30, 2018:** Deadline for accepted facilitators to sign speaker agreement and register
- **Feb 1, 2018:** Facilitators announced
- **Mar 13, 2018:** Facilitators’ Webinar
- **May 2-4, 2018:** Personalized Learning 2018 Summit

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This year we are reimagining what workshops at a conference can look like! **APPLY BY DECEMBER 7**

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**ABOUT THE SUMMIT**
As a lead facilitator you are helping connect people from all over the country. To this end, we ask that you facilitate collaboration and learning from one another while also providing tools and resources that you might have! You will structure and guide the discussion, but you won’t deliver a lecture.

It starts before you even arrive! Your attendees will choose which Roundtable Conversation to attend in advance, and you’ll have the opportunity to share resources with them before the Summit. Everyone will come prepared for a great conversation.

**WHAT MAKES A GREAT FACILITATOR APPLICATION?**

**Question** - Your discussion will revolve around a question of your choosing. Choose a question that will spark interesting discussion and engage people with a variety of backgrounds and viewpoints. Avoid questions that are too specific or discussed too frequently. We’re Shaping The Future Together so think about what emerging issue in education you are passionate about!

**Format** - How will you format your roundtable discussion to support all of your participants to think critically and contribute? Will you break the time into stages, pair participants together, or use a particular teaching strategy or consulting protocol? Let us know!

**Facilitation** - You won’t be lecturing during your roundtable discussion. Instead, you’ll be facilitating a discussion between a group of people interested in the same topic. Highlight your facilitation experience and skills in your application.

**FACILITATOR RESOURCES**

**Discussion Strategies**
- The World Cafe Approach
- Critical Friends: A Process for Reflection and Problem Solving
- The Collective Story Harvest Approach
- School Reform Initiative: Continuum of Discussion-Based Protocols

**Facilitator Techniques & Resources**
- TED Talk: The Art of Facilitation
- Powerful Questions
- Core Routines for Visual Thinking
- Empathy Map Exercise