



Center for Relational Health LV Speakers Bureau

The Center for Relational Health LV (CRH-LV) Speakers Bureau connects audiences with licensed professionals who can knowledgeably discuss issues pertaining to personal and professional wellness.

We would like to invite you to be part of the CRH-LV Speakers Bureau. As opportunities for speakers arise, you will be contacted for your availability. You will receive 70% of negotiated speaking fees. CRH-LV will retain 30% for marketing and administration.

To join the CRH-LV Speakers Bureau, please do the following:

1. Review Guidelines
2. Submit Participation Contract
3. Complete Speakers Profile

Thank you!

Kimberly Malloy,
Chief Inspiration Officer



CRH-LV Speakers Bureau Guidelines

1. Bureau members must be licensed professionals, including but not limited to Marriage and Family Therapists, LCSW's, CPC's, LMHP's, or licensed Interns with a minimum of a Master's degree.
2. For membership in the CRH-LV Speakers Bureau to be confirmed, approved applicants also must submit a Speaker Profile form identifying their areas of expertise. Bureau members are responsible for ethically determining and describing the topics on which they are qualified and willing to speak. CRH-LV encourages Bureau members to address subjects about which they have direct and detailed knowledge, broad experience, and/or formal training.
3. By volunteering to participate in the Bureau, a speaker agrees to provide education and training in mental health issues within the speaker's competence and expertise.
4. Bureau members agree to be non-partisan in their presentations. Bureau members further agree to indicate that the opinions they express about mental health topics are solely their own and are not necessarily those of CRH-LV.
5. Your actions and behavior as a representative of the CRH-LV Speakers Bureau reflect on CRH-LV and the profession as a whole. As such, you are to maintain appropriate professional behavior, including citing current research to support your statements and speaking only on topics within your area(s) of competence and expertise.
6. Bureau members are not to engage in the advertisement or selling of any personal or professional services or products such as books, CDs, or counseling services while delivering a presentation or interview arranged through the CRH-LV Speakers Bureau, unless prior permission is given whereby CRH=LV may receive a percentage of sales.. However, you may provide business cards and your contact information to the audience. Additionally, if an interviewer or audience member actively seeks out/requests information for a product (e.g. a book you authored), you may provide that information to them.
7. Requests for talks or interviews received by the CRH-LV Speakers Bureau will be directed to Bureau members by CRH-LV staff. If an interview is time-sensitive, CRH-LV staff may provide Bureau members' contact information to the requesting media or organization. Bureau members are not required to accept requests. If a Bureau



member receives a direct request for a talk or interview coming from outside of the CRH-LV Speakers Bureau, that member will not represent himself/herself as a member of the CRH-LV Speakers Bureau unless the request is rerouted through the CRH-LV Speakers Bureau, which either the Bureau member or the requesting party may initiate if desired.

8. Acknowledging and respecting that media inquiries are particularly time-sensitive, Bureau members will do their best to prioritize these requests by responding in a time-sensitive manner. This includes simply responding with your unavailability.
9. Formal presentations (e.g., PowerPoint slides) should include a page about CRH-LV and how audiences may contact or otherwise connect with CRH-LV. It is the responsibility of the Bureau member to obtain this slide/page and other CRH-LV materials from CRH-LV staff when preparing for a Bureau-affiliated talk or interview.
10. Bureau members will be asked to provide feedback after every speaking appearance, so that a record can be built of the Bureau's accomplishments. Audiences addressed by the Speakers Bureau will also have the opportunity to provide feedback.
11. If an individual consistently receives negative feedback and evaluations and/or otherwise violates the expectations set forth above, CRH-LV reserves the right to remove the individual from the Speakers Bureau.
12. The Speakers Bureau will offer presentations for a fee as well as pro bono. The fee you receive for conducting Bureau-affiliated presentations will be negotiated and set by CRH-LV in agreement with the requesting group/organization. If the requesting organization is paying a presentation fee, the Speaker will receive 70% of the arranged fee, and CRH-LV will receive 30% of the arranged fee. Recognizing that they also receive some personal benefit from the publicity, CRH-LV Speakers Bureau members are responsible for all costs associated with Bureau-affiliated talks and interviews, including, but not limited to travel, time away from work, and printing of handouts.
13. Payment will be made to the presenter as soon as the funds have been secured and deposited from the requesting group/organization.
14. Marketing of the CRH-LV Speakers Bureau will be handled by the CRH-LV. Promotion of the CRH-LV Speakers Bureau will be targeted and staggered in a strategic fashion as funds and budget permit.



CRH-LV Speakers Bureau Participation Contract

By submitting the form below, you indicate your agreement and acceptance of the following terms:

- I understand that my participation in the CRH-LV Speakers Bureau is completely voluntary.
- I acknowledge that I have fully read and agree to the guidelines.
- It is my understanding that I may be removed from the CRH-LV Speakers Bureau by violating the terms of this agreement and/or by consistently receiving negative feedback and evaluations regarding my performance in execution of my duties as a presenter/interviewee.
- My photo and information about my areas of expertise may be used by CRH-LV to market the CRH-LV Speakers Bureau to outside groups and organizations.
- CRH-LV may provide inquiring media and/or presentation-requesting organizations will the contact information I have included in my Speakers profile.
- Amendments to this contract may be made at any time, in which case members will be forwarded a new contract to review and sign in order to maintain their membership in the CRH-LV Speakers Bureau.

Speaker Name: _____

Licensing/Credentials: _____

Contact Email/Phone: _____

Signature/Date: _____



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CRH-LV Speakers Bureau Speakers Profile

In addition to completing the following information, please send the following:

- Current head shot (professional photography available, if needed)
- Current bio
- Links to any video of prior presentations (video production available, if needed)

Speaker Name: _____

Licensing/Credentials: _____

Contact Email/Phone: _____

Speaker Website: _____

Speaker Topics: _____

Previous Speaking Engagements: _____

Preferred Audience: _____
