

Call for Reviewers

Application Deadline: **Monday, September 24th, 2018 at 11:59pm CST.**

GSCE/IMPACT is seeking peer reviewers to evaluate proposals for education sessions at the Green Schools Conference & Expo/IMPACT Conference 2019. Peer reviewers help maintain the outstanding reputation of GSCE/IMPACT by identifying exceptional presenters and timely presentations. Engaging highly qualified reviewers with expertise and experience in specified content areas defined in the **Call for Education Session Proposals** is essential to the ongoing success of this education program.

Basic Requirements for Reviewers

- Expertise in subject(s) covered by one or more program topic areas
- Previous experience reviewing proposals for related conferences or publications
- Commitment to complete review of all assigned proposals (typically 20-25) by deadline

How to Apply

All applicants must complete the electronic application online at the [Green Schools Conference & Expo/IMPACT Conference Call for Reviewers 2019](#) by **11:59pm CT on Monday, September 24th, 2018.**

Emailed, faxed or mailed applications will not be accepted.

Timeline

August 7, 2018	Call for Reviewers opens
September 24, 2018	Deadline for Reviewer Applications is 11:59 p.m. CST
October 15, 2018	Reviewers receive notification of acceptance & receive review assignments
October 29, 2018	Deadline to complete review of all assigned session proposals is 11:59 p.m. CST

Reviewing Policies

Each reviewer will receive electronic access to a range of 20-25 submissions and will have around two and a half weeks to complete online evaluations. **Please note that serving as a reviewer represents a significant time commitment and responsibility for ensuring timely and thorough reviews of all assigned proposals.**

- Reviewers are eligible to present at the conferences.
- Reviewers are prohibited from reviewing session abstracts submitted by themselves or professional colleagues employed by the same organization, this is considered a conflict of interest.
- All reviewers will have an option of abstaining from reviewing in the review site.
- Those who complete their assignments for the Green Schools Conference & Expo/IMPACT Conference and related tracks will receive a discount off a Green Schools Conference & Expo/IMPACT Conference registration. This discount is non-transferable and may not be combined with any other discounts.
- Additionally, all reviewers who complete their reviews will be eligible for Continuing Education hours. An email will be sent by the program team with details on how to receive these CEU's. Individuals who have completed assignments as reviewers in previous years are encouraged to apply.

For assistance with questions regarding the GSCE/IMPACT Call for Reviewers, please email program@greenschoolsconference.org.

Green Schools Conference & Expo Review Information

GSCE Preferred Presentation Topics

The Program Committee will build session tracks for the Green Schools Conference & Expo using the topics listed below. During the application process, you will be asked to indicate which topic area you would like to review. The following descriptions are representative of the proposals that could be addressed in each topic.

- **Environmental Impact:** Proven strategies and leading-edge ideas for how schools can reduce their impact on natural systems through conserving resources and supporting local ecology. Topic may include energy efficiency, water efficiency and quality, waste diversion, and protection of ecological systems.
- **Health & Well-Being:** Proven strategies and leading-edge ideas for how schools can support the physical and emotional health and well-being of students and teachers through the physical environment and programming. Topics may include food and nutrition, physical activity, and environmental health.
- **Environmental and Sustainability Literacy:** Proven strategies and leading-edge ideas for how schools can support student understanding of the interconnectedness between living systems, human health, and economic prosperity through place-based education, project-based learning, and integrated approaches to curriculum. Topics may include curriculum and instruction, evaluation and assessment, and professional development.
- **Whole School/District Sustainability:** Proven strategies and leading-edge ideas for how schools and school districts can implement sustainable thinking across all aspects of operations, utilizing organizational culture, physical place, and educational program to get measurable results across the board. Topics may include whole-school or whole-district campaigns, change management techniques, strategies for diversity and inclusion, community partnerships, and visionary school and/or district leadership.

GSCE Session Types and Scoring System

We will be accepting four different types of proposals – Breakout Sessions, Speed Greening Sessions, Skill Building Workshops, and Expert Panels. All session proposals will be reviewed and scored during the first round by a team of volunteer reviewers using a 20-point scale with the ability to earn 1 additional point for presenter diversity.

Those with the top scores will move on to a second review by experts in the related topic categories, who make up the Program Working Group. These rankings will be used by the full Working Group to select presenters and sessions for the final program. Reviewers will score proposals using the point values articulated in the following descriptions.

GSCE Breakout Sessions:	
These sessions are 60 minutes in length and feature a small team of 2-3 presenters or facilitators who work together to teach the attendees about a defined topic.	
Max Value	Criteria
5 points	Provide a clear plan for teaching the session material, keeping attendees actively engaged and using a variety of teaching methods
4 points	Highlight a school or school district that has demonstrated measurable results related to ecological impact, health and well-being, or student learning; and articulate how results are measured or evaluated
3 points	Include at least one school or district representative to talk candidly about the success and challenges of transforming their school
4 points	Articulate clear action steps that can be replicated in other schools, districts, states or by other public-private partnerships
4 points	Propose presenters that have the experience and knowledge necessary to deliver the material
+1 Point Diversity of Presenter	Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the greenbuilding and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.
Max value: 21 points (out of 20)	(20 base points +1 bonus point)

GSCE Session Types and Scoring System (cont.)

GSCE Speed Greening Sessions:	
Proposals for speed greening are for energetic, consecutive, timed, 5-minute presentations by one presenter about a single topic or story. A group of 3-4 individual presenters will be matched by the Program Committee based on topic similarity. After the individual 5-minute presentations is complete, a conference facilitator will lead a 40 minute discussion for a total session length of 60 minutes. It's a great way to share a concise idea or concept and demonstrate expertise in a specific topic within green schools.	
Max Value	Criteria
6 points	Provide a clear and well-defined concept that can be presented within the time limit
4 points	Highlight a strategy or tool that has been used in schools to achieve measurable results related to ecological impact, health and well-being, and/or student learning; and articulate how results are measured or evaluated
5 points	Articulate clear action steps that can be replicated in other schools, districts, states or by other public-private partnerships
5 points	Identify a presenter that has the experience and knowledge necessary to deliver the material
+1 Point Diversity of Presenter	Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the greenbuilding and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.
Max value: 21 points (out of 20)	(20 base points +1 bonus point)

GSCE Skill Building Workshops:	
These sessions are 120 minutes in length. They are fully hands-on, with an instructor or group of instructors guiding attendees through teaching methods, operational practices, or sustainability actions that they may replicate in their district, school, or classroom. Content should focus on giving participants practice with processes, technology, or concepts that they may not yet be familiar with.	
Max Value	Criteria
8 points	Provide a clear plan for the session that includes hands-on activities that give participants direct practice in implementing a new processes, technology, or concepts.
4 points	Highlight a school or school district that has demonstrated measurable results related to ecological impact, health and well-being, or student learning; and articulate how results are measured or evaluated
4 points	Include at least one school or district representative to talk candidly about the success and challenges of using the processes, technology, or concepts
4 points	Propose presenters that have the experience and knowledge necessary to deliver the material
+1 Point Diversity of Presenter	Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the greenbuilding and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.
Max value: 21 points (out of 20)	(20 base points +1 bonus point)

GSCE Session Types and Scoring System (cont.)

GSCE Expert Panel:	
These sessions are 60 minutes in length and feature a small team of researchers and/or subject matter experts describing recent research or important technical information. These sessions are similar to Breakout Sessions but do not require the participation of a school or district representative.	
Max Value	Criteria
4 points	Provide a clear plan for presenting the session material, keeping attendees actively engaged and using a variety of teaching methods
6 points	Describe original research that is in progress or recently completed that can inform how schools and districts approach their efforts on ecological impact, health and well-being, student learning, and/or social justice
4 points	Articulate the source of the research and any peer review process it has undergone
6 points	Propose presenters that have the experience and knowledge necessary to deliver the material
+1 Point Diversity of Presenter	Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the greenbuilding and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.
Max value: 21 points (out of 20)	(20 base points +1 bonus point)

IMPACT Conference Review Information:**IMPACT Priorities**

The following priorities have been identified for the 2019 program:

- **Regional Relevance:** Preference will be given to programs that support the mission and strategic initiatives of the region and local communities, programs that include the most current and innovative green building practices, and topics that will inspire a wide audience to live in a more sustainable way.
- **Inspirational Content:** IMPACT is calling for education that not only imparts knowledge but inspires action. Proposals are evaluated, in part, on whether or not it offers innovative or inspirational content to green building professionals.
- **Presenter Diversity:** IMPACT seeks to be representative of the green building community throughout our region. Proposals are evaluated, in part, to ensure that we represent the stories and technical knowledge from states in our region, and a diversity of presenter perspectives are offered.
- **Rating System-Specific Sessions:** We are seeking sessions that teach attendees about the current versions of the rating systems by providing specific, detailed information and guidance about the credit intents and requirements. Our goal is to provide attendees with at least eight (8) general continuing education (CE) hours per year at IMPACT toward credential maintenance, including the opportunity to earn two (2) rating system-specific hours. Please consult this resource for guidance on how to develop a rating system-specific session.

IMPACT Suggested Presentation Topics

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|-------------------------------------|---|----------------------------|
| • Affordable Housing | • Existing Buildings | • Post Occupancy |
| • Building Performance | • Green Schools | • Renewables |
| • Codes and Certification | • Health and Well-Being | • Resilience |
| • Commercial Real Estate Strategies | • Infrastructure Systems | • Single Family Housing |
| • Cultural Context | • Market Transformation | • Site and Landscape |
| • Decarbonization | • Materials– LCA, EPD, HPD, CSR | • Smart Grid and Buildings |
| • Design and Tech Innovation | • Net Zero-Energy, Water, Waste, Carbon | • Social Responsibility |
| | | • Water |

IMPACT Scoring System

All session proposals will be reviewed and scored during the first round by a team of volunteer reviewers using a 10-point scale with the ability to earn 2 additional points. Those with the top scores will move on to a second round of review completed by experts in the related topic category. These rankings will be used by the Program Working Group to select presenters and sessions for the final program. Reviewers will rate proposals using the following scoring system:

5 Points Session Quality	The speakers have demonstrated knowledge and the ability to present material in a unique, effective and meaningful way that is relevant, timely, and applicable. Reviewers will be asked to take into account presenter qualifications along with the session title, description, and learning objectives, as well as the session style, length, and learning level
5 Points Innovation + Inspiration	The session inspires action. It is innovative or inspirational to green building professionals, and I would recommend this session to an attendee interested in the subject matter.
+1 Point Diversity of Presenter	Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the greenbuilding and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.
+1 Point Rating System Specific	Sessions that are rating system specific will earn an extra point if Learning Objectives are written in accordance with the guidance on creating Rating System-Specific Learning Objectives . Learning Objectives that are not written to these specifications will not be granted this bonus point.
Max value: 12 points (out of 10)	(10 base points +2 bonus points)