

Moderator Assistance Reply Form

We encourage you to make the most of your Institute experience by moderating one or more educational sessions. **No previous experience is required!** As a moderator, you will be the liaison between Aging Services of Minnesota and a session at the Institute to ensure that the program runs smoothly and that the presenters have everything they need. Specifically, moderators introduce the speakers and make sure that handouts are distributed. Aging Services will provide you with the information and resources you need to do this important job and be successful in doing it. Serving as a moderator is a great opportunity for members to be directly involved in this prestigious event and stand out as a leader among your peers.

Many volunteers are needed for this important duty because there are over 85 sessions that require moderators to help make sessions go smoothly. Exhibitors also are encouraged to serve as moderators. If interested, please return the completed form by **Friday, Jan. 6, 2012**. Hurry – moderator spots fill quickly and sessions are assigned on a first-requested basis!

A moderator confirmation e-mail or fax will be sent at the end of January.

Wanted! 2012 Session Moderators

Tuesday, February 7

Pre-Conference Institute Intensives A & B

Wednesday, February 8

Sessions 101, 104, 106, 107, 108, 110, 111, 112 • 201, 202, 204, 205, 208, 209, 210 • 302, 303, 305, 306, 307, 308

Thursday, February 9

Sessions 410, 411 • 501, 503, 506, 507, 508, 509, 510, 512, 513, 514, 515 • 601, 602, 603, 605, 606, 607, 610, 612, 613, 614, 616 • 701, 702, 703, 704, 706, 707

Friday, February 10

Sessions 801, 802, 804, 806, 807, 808, 811, 812, 814

I would like to volunteer to moderate the following sessions (please list in order of preference):

Session # _____

Session # _____

Session # _____

Session # _____

Session # _____

Session # _____

Name/Title: _____

Organization: _____

Phone Number: _____

Fax Number: _____

E-mail: _____

PLEASE COMPLETE THIS FORM BY FRIDAY, JAN. 6, 2012 and return it to Heidi Simpson at Aging Services of Minnesota in one of three ways:

1. Fax Heidi Simpson at 651.645.0002
2. E-mail Heidi Simpson at hsimpson@agingservicesmn.org
3. Call Heidi Simpson at 651.645.4545 or 800.462.5368