

**Pediatric Endocrinology Nursing Society (PENS)  
Conference Program Planning Committee Volunteer Form**

The PENS Conference Program Planning Committee meets by monthly conference calls. The roles and responsibilities of Conference Program Planning Committee members are as follows:

- γ Participate in at least 95% of conference calls/meetings
  - lack of participation will result in your removal from the committee
  - conference calls are held monthly and duration is generally 1½ to 2 hours
- γ Review the evaluations and comments of past conferences
- γ Provide information and input on topics, speakers, format, theme, and social functions and activities
- γ Review call for presentations
- γ Participate in the discussion for selection of presentations
- γ Attend and participate in the conference
  - serve as a moderator of a session, as requested
  - assist with other duties, as/if requested
- γ Review evaluations and provide feedback for improvement of offering

Planning Committee members receive complimentary registration to the conference; no additional remuneration is provided. The Board will appoint the Planning Committee for the annual conference on its January conference call; appointment is for a one-year term. If you have previously served or are currently serving on the Planning Committee, please complete this form and submit it by the deadline. The Planning Committee will meet at the annual conference; if you are appointed and are unable to attend the meeting, you can participate in this meeting by conference call.

Member Name \_\_\_\_\_ Credentials \_\_\_\_\_

Employer \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Years in pediatric endocrine nursing \_\_\_\_\_

Years in PENS \_\_\_\_\_ Have you ever presented at a national conference? \_\_\_\_\_ yes \_\_\_\_\_ no  
 Do you have experience/knowledge of the process of obtaining continuing education credits (i.e., contact hours)? \_\_\_\_\_  
 Please check the conference(s) you attended. If none, check here \_\_\_\_\_

Newport Beach, CA 1988		San Diego, CA 2001	
Charleston, SC 1989		Chicago, IL 2002	
Milwaukee, WI 1990		Atlanta, GA 2003	
Scottsdale, AZ 1991		Las Vegas, NV 2004	
Boston, MA 1992		New Orleans, LA 2005	
Park City, Utah 1993		Myrtle Beach, SC 2006	
Orlando, FL 1994		Portland, OR 2007	
San Antonio, TX 1995		Cincinnati, OH 2008	
Seattle, WA 1996		Newport, RI, 2009	
Nashville, TN 1997		Atlanta, GA 2010	
Albuquerque, NM 1998		Indianapolis, IN 2011	
St. Louis, MO 1999		Orlando, FL 2012	
Norfolk, VA 2000			

What skills/talents would you bring to the PENS Conference Planning Committee? Attach a separate page.

Please submit this form no later than **January 31 2012**, to:

Pediatric Endocrinology Nursing Society • PO Box 14516 • Lenexa, KS 66285-4516

• FAX: (913) 895-4652 • [pens@goAMP.com](mailto:pens@goAMP.com)