

GUIDELINES FOR BIDDING TO HOST A GLOBAL CONFERENCE

Preamble

Higher Education Chaplains first gathered globally in Vancouver, Canada in 2000. At that first Global Conference it was decided such gatherings should take place every four years in a different part of the world. Subsequently Global Conferences have taken place in Brisbane, Australia in 2004 and Tampere, Finland in 2008.

An Aim of The International Association of Chaplains in Higher Education (IACHE) is to facilitate the coordination of these Global Conferences in accordance with principles consistent with those of the Association.

Regional / National Associations of Chaplains are therefore invited to bid for the opportunity to host a future Global Conference.

Generally

The Global Conference should;

1. be hosted by an established Regional / National Association of Chaplains rather than by an individual University / campus Chaplaincy Team
2. occur every four years - 2000, 2004, 2008, 2012, etc
3. reflect the multi-faith and multi-cultural facets of Chaplaincy in Higher Education throughout the world
4. serve as a meeting place for the diverse people involved as Chaplains in Higher Education
5. not be restricted to Western / European / Christian contexts

Specifically

Over the past Global Conferences some general aims have been developed and agreed which would be expected to form the basis for future Global Conferences.

These are;

- to be inclusive,
- to encourage and create a sense of sharing and community
- to recognise our struggle to respect religious and cultural differences and celebrate diversity;
- to understand and engage with one another from the integrity of our own positions.

The theme and specific aims of each Global Conference would also reflect the culture of the host region/country and the nature of Higher Education and tertiary Chaplaincy of the host region/country

The theme of the Global Conference in Tampere in 2008 is “ Reflecting Light” and the aims are:

To enrich the profession by:

- refining our professional skills
- developing tools and resources appropriate to our profession
- exchanging ideas and experience with one another
- encouraging the development of such endeavours worldwide.

To offer support through:

- gathering as a global community
- celebrating our common values and ideals
- sharing our stories

- acknowledging our differences

To extend our understanding of a contested and changing world by:

- exploring the role of religion in higher and vocational education, universities, colleges and educational institutions.
- further developing community and multifaith understanding.
- increasing our commitment to spirituality which enables peace, justice, increased knowledge and acceptance of others.

REQUIREMENTS TO HOST A GLOBAL CONFERENCE

Potential hosts of a Global Conference are required to be able to demonstrate :

- the existence of an established national / regional association / network of Chaplains in Higher Education
- some experience in organising national / regional Conferences
- some experience of a previous Global Conference
- access to a suitable venue(s) and infrastructure
- the existence of potential Conference sites proximate to an international airport serviced by a variety of airlines.
- the ability to ensure the security of Conference attendees from a variety of national / ethnic, religious / faith, gender communities without discrimination
- accessibility of the internet and opportunities for both Conference registration and payment through this
- a range of accommodation options to suit a variety of budgets and requirements
- the support of local, national, regional faith community organisations / associations in hosting the Global Conference

PROCEDURES FOR BIDDING TO HOST A GLOBAL CONFERENCE

Those national / regional Associations who believe they can demonstrate the above should make a bid to host the next Global Conference in writing and power-point presentation to the International Chaplaincy Committee prior to July 2008 and thereafter to the Executive Committee of IACHE. The present International Committee and the Executive Committee of IACHE conduct its business largely through email, making a face to face presentation unlikely .

Ideally such a presentation should be made six months before the scheduled date of the next Global Conference (for 2016 this would be December 2011) Late bids might be considered up to two months before a Conference if the intention to do so has already been indicated to the IACHE Executive Committee by the potential host in writing at the six months deadline.

The IACHE Executive Committee will consider all bids to host a Global Conference and will inform the successful bidder (at least) one month before the upcoming Conference in order that they may offer a presentation to the Global Plenary – that is, only the successful bidder will present to the Global Plenary.

The successful bidder will be expected to host the IACHE Executive mid way between the previous and next Global Conference (2010, 2014, etc) and to be able to introduce them to the Conference Host Committee at this time.

BIDS TO HOST A GLOBAL CONFERENCE SHOULD INCLUDE :

- information on the national / regional Chaplaincy Association
- information on national / regional Conferences hosted by this body
- information on probable host city (cities) with transport and infrastructure indicated

- information on possible Conference and accommodation venues
- probable month of the Conference and potential weather conditions (definite dates would be even better)
- reasons for wishing to host a Global Conference.
- general indication of costs given in local currency and dollars US: ie conference fees will be not more than..., accommodation will range from...
- timeline to establish a national host committee and to plan the Conference
- details of the Conference Contact person. (This person will, if the bid is successful, be appointed as an ex-officio member of the IACHE Executive)
- anything else you consider is likely to ensure you are the successful bidder

FOR THE GLOBAL CONFERENCE 2012, BIDS ARE NOW INVITED AND SHOULD BE SUBMITTED BY THE 31ST MAY 2008 TO THE SECRETARY OF THE INTERNATIONAL CHAPLAINCY COMMITTEE - DR PATRICIA BLUNDELL
RSM: p.blundell@griffith.edu.au

GLOSSARY OF DEFINITIONS:

CHAPLAINS: Used for ease of reference to refer to religious professionals of any faith who are appointed or employed to serve the spiritual needs of a higher education community, including religious and spiritual advisers, directors and co-ordinators of religious life, campus ministers and university chaplains.

HIGHER EDUCATION: The term, Higher Education, is used to include all forms of post-secondary education. Universities, Colleges, and vocational education and other related environments are here considered as tertiary or higher educational institutions.

GLOBAL CONFERENCE: The Conference of the *International Association of Chaplains in Higher Education* held every four years, open to all who are appointed or employed to serve the religious, spiritual and pastoral needs of all students and staff in university, college, vocational education and other such institutions, as religious professionals, religious and spiritual advisers, directors and co-ordinators of religious life, campus ministers and chaplains.

IACHE -The International Association of Chaplains in Higher Education :

To be launched at the Global conference in Tampere 2008. The association aims to;

- encourage and promote international professional collaboration among chaplains of all religious faiths.
- facilitate the coordination of a Global Conference (to be held every four years in accordance with principles consistent with those of this Association).
- support the establishment of regional Chaplains' Associations and conferences.
- act as a consultative body on issues affecting chaplaincy internationally.
- encourage the strengthening of chaplaincy, with particular emphasis on chaplaincy in the developing world.
- provide a model code of ethics for chaplains.