



Dear Conference Applicant,

Thank you for your interest in presenting at the Pilates Method Alliance International Educational Conference. The PMA strives to provide the highest quality continuing education workshops and lectures at its conferences. As the demand for Pilates professionals continues to grow both nationally and internationally, the need for high caliber continuing education becomes increasingly important.

The PMA's goal is to stimulate the growth of the professional Pilates community, and to educate the public and Pilates professionals about the importance of high standards for Pilates teachers and Pilates continuing education. As we gradually achieve this goal, the many benefits associated with the Pilates method of exercise will be increasingly realized.

In an effort to improve your application experience, our application is now electronic and available at www.PilatesMethodAlliance.org. Therefore, please note that we no longer accept hard paper application forms. In order to apply, you must submit your application electronically.

Please read the following Guidance Notes carefully before filling out the online application form. There will be a Check List at the end of the application form, asking you to verify that all the required materials have been included before you can submit the online application. **Please make sure you have everything you need to complete the application in it's entirety before you begin filling out the application on line.**

We hope you'll find this new application form clear and easy to use!

Thank you in advance for your application.

In good heath,

A handwritten signature in black ink that reads "Elizabeth Anderson". The signature is written in a cursive, flowing style.

Elizabeth Anderson
Executive Director

PMA Conference Presenter Application Guidelines

In order to assist you in completing the PMA Conference Presenter Application, please read and consider the following guidance information:

- Applicants will need to upload three files:
 - * a professional resume. On your resume, please include related coursework taught at other conferences in the past.
 - * a headshot of yourself to be used in the conference brochure if you are accepted. You must use one of the following formats: 300dpi at 4' x 6', black & white or color. .jpg .tiff or .eps. PMA will not be able to accept low resolution, 72-DPI images.
 - * a workshop Outline. Logos and pictures are not permitted to be used in the Outline.
- Applications to present at the PMA International Educational Conference are reviewed by the PMA's **Presenter Committee**. The Presenters Committee is comprised of one PMA Board member who acts as Committee Chair, and three other invited members of the PMA. The **Presenters Committee** reviews presenter applications, and makes recommendations which are then referred to the **PMA Board of Directors**. The **Board of Directors** then make final confirmations or changes to the suggested program. The **PMA Conference Coordinator** then sends letters to applicants to inform them if they have been chosen to present or not. Soon after the **Conference Coordinator** sends the chosen applicants an **Agreement Form**, which they must sign and return by a specified date.
- The **Presenters Committee** chooses Pre-Conference workshops that are 4 – 8 hours and are comprised of non-Pilates-specific content; Workshops are 2 hours and are comprised of Pilates-specific content; Mat classes are 1 hour and are offered in classic and contemporary styles.
- In evaluating presenter applications, the PMA **Presenters Committee** considers a wide variety of factors such as the completeness of each application, the presentation experience of each applicant, the appropriateness of the content and its place within the PMA Scope of Practice, how the application supports the PMA's overall mission. Significant weight is given to the uniqueness and exclusivity of workshop content. The **Presenters Committee** also considers conference attendee feedback from previous appearances and the mix of presenters from year to year, individually and by association or affiliation.
- Sessions that address or focus on original research, innovative practices, creative solutions, unusual challenges and new ideas/concepts in Pilates, or expand on accepted Pilates teaching practices are encouraged. Presenters should be sensitive to the potential over-commercialization of products and/or services discussed in the context of their sessions. Presentations that focus only on the commercial aspects of a product or service will not be accepted. Researched-based applications must include a bibliography of research sources.
- Applicants are strongly discouraged from repeating presentations given at other conferences in the recent past. Such applications will be given low priority.
- Workshops that have clear learning objectives which are achievable in the given time frame, and which are important for participants' career development, will be given high priority.
- The **Presenters Committee** will consider whether the applicant has presented at a previous PMA conference, and if so, how recently, how often, and the feedback received about their presentation. They will also consider how qualified the presenter is to present on the proposed

topic, if they have presented in other forums and how their other presentations have been received.

- If after due consideration, an applicant is not chosen to present at the PMA conference, they will have an opportunity to discuss the reasons why with the **Presenters Committee Chair**, who can provide helpful feedback. This feedback may help the applicant to have a more successful application in the future, or to understand better why they were not selected. Information will be given in a letter informing the applicant that they were not chosen, as well as whom to contact for feedback, and how.
- Deadlines:
 - **September 1, 2008** Early Application Deadline. Applications received by this date will be given first priority.
 - **December 1, 2008** Final Application Deadline. Applications received by this date will be given second priority.
 - **March 1, 2009** Letters will be sent to all applicants, to inform them if they were chose, or not chosen, to present.
- Acceptance as a 2009 PMA Conference Presenter/Representations to Public

For those who have been accepted as a PMA Conference presenter, we encourage you to publicize that you have been selected by PMA to present at the 9th International Educational Conference of the Pilates Method Alliance® (November 5-8, 2009 at The Sheraton Dallas Hotel, Dallas, Texas). Specifically, you are asked to announce your participation in the PMA Conference in your business advertising and/or informational materials. In this regard, you are permitted to identify yourself as a "**2009 PMA Conference Presenter.**"

For any additional questions concerning acceptable representations for business promotional materials, please contact Elizabeth Anderson, PMA Executive Director at (866) 573-4945 x203.

PMA Conference Presenter Honoraria

Workshop Presenters

- * Workshop Presenters generally teach a workshop three times during the conference.
- * Pre and Post Conference Presenters generally teach their workshop once during the conference.
- * All Presenters are expected to attend the conference in its entirety. This is what creates the experience of community and sharing, and the opportunity for networking, that makes our event a success.

- **First Time Presenters** receive complimentary conference registration, and a \$100 honorarium per workshop.
- **Second Time Presenters** receive complimentary conference registration, and a \$100 honorarium per workshop, and 1 hotel night.
- **Third Time Presenters** receive complimentary conference registration, and a \$125 honorarium per workshop, and 2 hotel nights.
- **Fourth Time/Final Tier Presenters** receive complimentary conference registration, and a \$150 honorarium per workshop, and 3 hotel nights.

* It is not necessary for the above to be in consecutive years.

- **Pre-Conference Presenters** receive complimentary conference registration, airfare (from home, up to \$400 – and not transferrable to other expenses), \$100 per hour of workshop, and 2 hotel nights.
- **PMA travel agent will book flights in main cabin only, not First Class. Excess baggage charges are NOT the responsibility of the PMA unless agreed in advance in writing with the PMA Conference Coordinator.**

* **NOTE:** As Presenters receive complimentary conference registration, they are not able to have advanced registration for particular workshop sessions. Entry will be on a space available basis.

PMA Conference Presenter Honoraria

Mat Teachers

- **Mat Teachers** will receive a \$100 discount on conference registration per mat class they are assigned to teach. Please note that the price of conference registration changes slightly each year. Please refer to the conference registration rate schedule for price information.

* **NOTE:** Mat Teachers will be able to make advanced registration for particular workshop sessions upon registering for the conference online.

PMA Code of Ethics:

PMA Individual Members™ & PMA Certified Pilates Teachers™ must abide by these guidelines:

1. Do no harm.
2. Teach within your 'Scope of Practice' (see 'PMA Scope of Practice' below).
3. Maintain professional boundaries within your certified competencies and jurisdiction.
The following improper behavior will be not tolerated:
 - a. Inappropriate physical contact
 - b. Financial exploitation
 - c. Sexual Exploitation
4. Maintain client confidentiality.
5. Direct clients to seek medical attention when necessary.
6. Do not discriminate against clients or colleagues on any level.
7. Do not intentionally solicit other Pilates professionals' clients.
8. Treat clients and colleagues with respect, truth, fairness and integrity.
9. Comply with all applicable business, employment and intellectual property laws.
10. Maintain professional appearance and conduct.
11. Do not misrepresent skills, training, professional credentials, identity or services.
12. Continue gaining education to enhance your skills and knowledge, and to provide the highest quality services to clients.

PMA Scope of Practice:

PMA Individual Members™ & PMA Certified Pilates Teachers™ must abide by these guidelines:

DO:

1. Design Pilates exercise programs according to the individual's needs.
2. Recognize conditions that would preclude a client from safely participating in a Pilates exercise program.
3. Direct their clients to seek medical attention, as necessary.
4. Receive exercise guidelines and clearance from medical practitioners when appropriate to ensure client's safety.
5. Document client's progress and cooperate with referring medical practitioners.
6. Promote exercise to improve overall health.
7. Coach, provide general information, and refer clients to a qualified counselor or therapist.
8. Use appropriate touch to facilitate movement, position the client, and to prevent injury or damage.
9. Request permission to touch clients and observe practice laws within your jurisdiction.

DON'T:

1. Do not claim to "prescribe" an exercise program.
2. Do not "diagnose" a client with any medical, mental or physical condition.
3. Do not continue training a client with a condition that is beyond your knowledge without medical clearance.
4. Do not "prescribe" diets or recommend supplements.
5. Do not claim to "treat" or "rehabilitate" injury or disease.
6. Do not monitor progress of clients referred by therapists or medical practitioners.
7. Do not counsel.
8. Do not claim to be competent to offer professional education beyond your training or skill level as a Pilates teacher.
9. Do not claim to be competent to engage in professional education beyond your training or skill level.
10. Do not touch inappropriately or without permission.
11. Do not continue to teach exercise to a client if he/she exhibits any of the following unusual symptoms: eg. chest pain, prolonged dizziness, rapid heart rate, shortness of breath, significant decrease in coordination, loss of consciousness, faintness, nausea, blurred vision, prolonged or increasing pain.

Sample Outline

PILATES FOR BETTER BONES

An Experience of Movement for Skeletal Health and Safety Outline

I. Introductory Information

- A. *Focus on Bones*
- B. *Seated Exercise Experience*

II. Review of Anatomy

- A. *Bones*
- B. *Types of Bones*

III. Recommended Exercise

- A. *Bone Loading*
- B. *Bone Over Loading*
- C. *Bone UN-Loading*

IV. Management Dilemma

V. Standing Exercise Experience

VI. Definitions of Low Bone Mass and Skeletal Fragility

VII. Pathology

VIII. Epidemiology

IX. Identification of At-Risk Populations

- A. *First Signs*
- B. *Risk Factors*
- C. *Co-Morbidities*
- D. *Senior Populations*

X. Intervention

- A. *Other Anatomical Considerations*
- B. *Client Categories*
- C. *Meeks Method*
 - 1. Site Specific Exercise vs. Compensatory Movement Patterns**
 - 2. Sample Exercises**
 - 3. Balance**
 - 4. Gait**
 - 5. ADL's/Body Mechanic**
- D. *Pilates Indicated and Contra-indicated Exercise*
- E. *General Exercise Considerations*
 - 1. Safe, Symmetrical, Segmental Movement Patterns In Exercise**
- F. *Patterns of Postural Change*
- G. *Summaries and Questions*