

# ICF Converge 2025

## Call for Proposals (CFP) Guide

CFP Open: February 10-March 14, 2025

### IMPORTANT DATES AND DEADLINES

- February 10-March 14, 2025: Call for Presentations and Reviewers
- Thursday, October 23 - Saturday, October 25, 2025: Converge 2025 at the San Deigo Bayfront by Hilton, San Diego, CA, USA.

### OVERVIEW

ICF Converge is a dynamic global event designed to strengthen connections within the coaching community and offer exceptional formal and informal learning opportunities. ICF Converge provides attendees with opportunities to advance their professional development, discover new avenues for personal growth, and learn about current trends and practices in the coaching field.

In 2025, ICF Converge will be offered as both an in-person and a virtual event. The in-person event will take place October 23-25, 2025, in San Diego, California, USA. Virtual attendees will have access to live concurrent sessions and general sessions on October 24-25. On-demand recordings of concurrent sessions and general sessions (excluding workshops) will be available two weeks post-conference.

**Note:** All speakers must attend the live event in person.

This CFP guide provides important guidelines for constructing your session proposal. Please carefully review the information and consider how your expertise, experience, and skills can help deliver a one-of-a-kind conference.

### Preference will be given to proposals that:

- Highlight the best thinking in the field, based in theory, research, and practice.
- Provide opportunities for optimal participant engagement.
- Highlight diversity, equity, inclusion, belonging, and sustainability concepts.

If your subject matter expertise and facilitation skills align with this event, we invite you to **submit your proposal by March 14, 2025, at 11:59 p.m. (New York).**

## CONTENT THEMES

ICF Converge 2025 will feature sessions within six key themes. Each theme will offer attendees diverse learning experiences, paths, and objectives. Sessions offered within each theme will vary in audience, reflecting the diversity of constituencies within the coaching community.

- **Business Development:** Proven strategies for sustainable growth, market positioning, and client acquisition. Perfect for both new and established coaches focused on growth, digital presence, pricing, and business operations.
- **Coaching Education:** Essential for coach trainers and mentors, this theme focuses on advancing coaching education excellence through innovative teaching methodologies, curriculum design, and evolving ICF standards into educational programs to prepare the next generation of coaches.
- **Coaching Practice:** Deepen your coaching mastery through advanced techniques, core competency development, and practical tools to enhance client interactions. Includes innovative coaching methodologies, best practices, practical applications, and case studies aligned with ICF standards.
- **Coaching Science:** Bridge the gap between theory and practice with evidence-based coaching approaches, neuroscience applications, and the latest research findings to integrate scientific insights into your coaching methodology for enhanced client outcomes.
- **Future Trends:** Say ahead with insights on emerging technologies, shifting client needs, and the evolving coaching landscape. Discover how to adapt your practice to meet future opportunities and challenges.
- **Internal Coaching:** Discover best practices for establishing and scaling internal coaching programs, measuring ROI, and integrating coaching into organizational development strategies. Learn how to navigate the complexities of internal coaching while building stakeholder support and creating sustainable coaching cultures that drive transformation.

## CONTENT LEVELS

ICF Converge 2025 content will be organized into three content levels: Foundational, Established, and Advanced. These levels are not meant to be restrictive or hierarchical. For example, sessions marked at Foundational would indicate content that is geared toward an attendee who is new to that particular content, versus sessions that assume previous knowledge and experience.

**We encourage session submissions at ALL content levels as our attendees will have diverse backgrounds and expertise in all aspects of coaching.**

- **Foundational:** Introductory sessions for attendees unfamiliar with the topic areas — whether they are new to coaching or experienced coaches exploring new territory. These sessions provide comprehensive overviews, core concepts, and essential frameworks to create a solid foundation for future learning and application.

- **Established:** Intermediate sessions for attendees who are familiar with the topic and ready to deepen their understanding and practical application. Includes exploring real-world scenarios and hands-on learning.
- **Advanced:** Expert-level discussions for attendees who already work extensively with the session content and are seeking to push boundaries or explore nuanced applications. These sessions feature complex case analyses and innovative approaches.

## SESSION FORMATS

- **45-minute Presentation:** Format can vary from formal presentation to case studies and panel discussions. *Please note that panels must be limited to a maximum of three presenters.* All 45-minute sessions **WILL** be recorded and made available for purchase as part of the virtual conference package.
- **90-Minute Learning Lab:** These workshops (regardless of the number of presenters) must include individual and/or small group exercises that enable participants to put theory into practice and walk away with new ideas and/or tangible work products. Due to the participatory nature of these workshops, these sessions **WILL NOT** be recorded or made available for purchase as part of the virtual conference package.
- **Poster Session:** New for Converge 2025, poster sessions will allow presenters to showcase their coaching insights through a visual poster presentation while engaging in direct, meaningful conversations with attendees. This format will combine the impact of visual communication with the opportunity for rich discussion and networking.
- **Pre-conference Workshop:** A small number of three-hour preconference workshops will take place on Thursday, October 23. Participants who purchase these supplementary sessions will be interested in deep-dive exploration of a seminal topic or skill development. These intensive sessions must include tabletop discussions, group reporting, and interactive engagement with attendees. Workshop facilitators must provide a detailed outline and course learning objectives. Due to the participatory nature of these workshops, these sessions **WILL NOT** be recorded or made available for purchase as part of the virtual conference package.

## SUBMISSION GUIDELINES

**The Converge Call for Proposals will be open from February 10–March 14, 2025.** It is strongly advised to submit proposals before the deadline, as extensions will not be granted for any reason, including technical difficulties. **Late submissions or proposals submitted via email, fax, or mail will not be considered.**

- ICF Members and non-members are eligible to submit proposals.

- There is no proposal submission fee; however, if selected, presenters agree to register for the full conference at the discounted rate of 30% off the standard registration fee.
- Accepted presenters are required to present in person and may be assigned to any session slot throughout the conference, which will be determined at a later time. Once assigned, **session times cannot be changed.**
- Please respond to every proposal question. Incomplete submissions will not be considered under any circumstance. If you experience any difficulty in completing your application, please contact [support@coachingfederation.org](mailto:support@coachingfederation.org).
- If you are speaking about coaching and coaching skills, your session must reflect the [ICF definition of coaching](#), [the ICF Core Competencies](#), and [the ICF Code of Ethics](#).
- Converge 2025 attendees will represent diverse backgrounds and levels of experience. Your proposal should reflect the goals and learning objectives of this diverse audience.
- Our goal is to support diversity of thought through enabling as many unique voices as possible to present at Converge. Therefore, limited exceptions to the one presentation per speaker guideline will be made on a case-by-case basis.
- Most Converge 2025 sessions will be offered in English. However, a language immersion room will be available for presenters who prefer to present in their first language. The Call for Proposals will include a section to indicate this preference along with your preferred language. Please note, the number of sessions offered in the language immersion room will be limited.
- ICF will provide a virtual orientation to all Converge 2025 presenters who are selected for the event. *If your proposal is selected, you must complete this orientation. A separate poster presentation orientation will be hosted for accepted poster presenters.*
- ICF will provide templates for slide presentations and handout materials. *If your session is selected, you must use these templates and comply with the ICF brand guidelines provided to all presenters by ICF.* All session materials must be free of any promotional material or reference to the presenter(s)' business, though contact information can be shared on the final presentation slide. Poster presenters will receive specific details on poster presentation layout and logistics.

## APPLICATION AND REVIEW PROCESS

- Before submitting your ICF Converge proposal, please make sure you have read and understood the information provided in this document.
- Submission of a proposal will serve as an “opt in” to receive ongoing communication from ICF regarding the selection process. Further, you acknowledge that ICF will retain information submitted by you via our questionnaire until the conclusion of Converge 2025.

- Proposals will be reviewed by volunteer coaches and ICF staff. ICF will have the final decision for acceptances and determination of scheduling for sessions.
- Submission does not guarantee acceptance. Proposals may be accepted as other submission types (theme, length, etc.) than originally submitted. Submitters will be notified in advance of any suggested change.
- Submissions will be reviewed in **March and April**. You will be notified of your submission's status in **early May 2025**.
- For questions regarding proposal submission, contact [support@coachingfederation.org](mailto:support@coachingfederation.org).