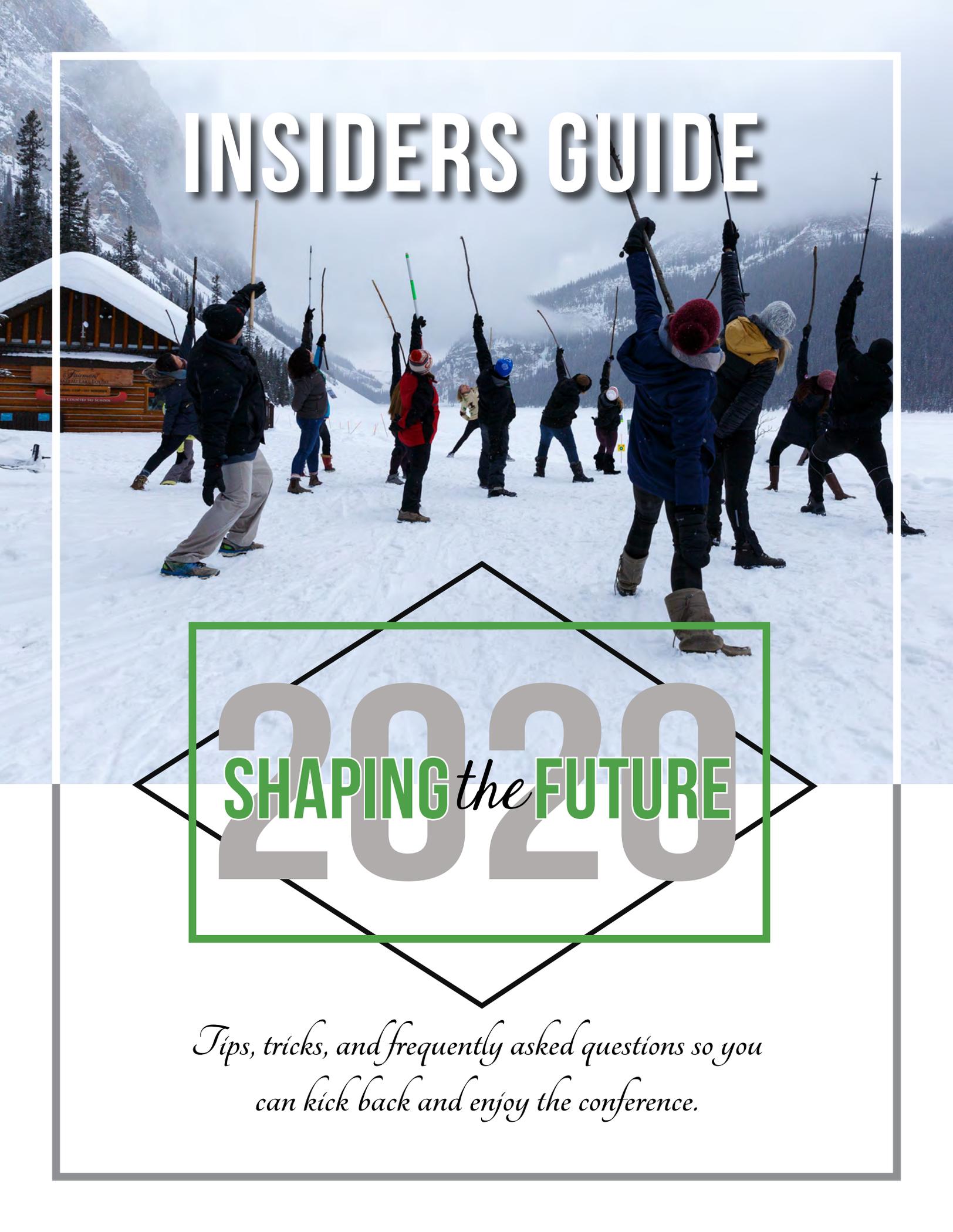


INSIDERS GUIDE

A group of people in winter gear are standing in a snowy mountain landscape, holding up sticks or poles in the air. The background shows snow-covered mountains and a wooden building. The scene is festive and celebratory.

2020
SHAPING *the* **FUTURE**

*Tips, tricks, and frequently asked questions so you
can kick back and enjoy the conference.*



FREQUENTLY ASKED QUESTIONS

Q: HOW MUCH DOES IT COST TO REGISTER?

A: Early bird rate for the main conference (Jan 30 - Feb 1) is \$445 and will go up to the regular rate of \$495 after December 20, 2019. Student rate is \$285 - student ID required upon check-in. Pre-conference rates are \$95 for a half-day (Wednesday afternoon or Thursday morning) and \$145 for the full-day on Wednesday. Rates do not include GST.

Q: WHAT IS INCLUDED IN MY REGISTRATION FEE?

A: Your fee grants you access to the conference, is your meal ticket, and gets you into the highly-anticipated Friday night banquet. Delegates are responsible to book their own travel and accommodation - call the Fairmont to access our conference rates for your hotel room, and be sure to book early.

Q: WHAT IF THE HOTEL BOOKS UP?

A: We will block rooms at the Fairmont Chateau Lake Louise and the Deer Lodge for delegates. If both hotels are full by the time you are ready to book, please email info@everactive.org for assistance.

Q: WHAT SHOULD I DO IF I'M BRINGING A GROUP?

A: Email info@everactive.org with your group information and we'll get you sorted.

Q: WHAT ABOUT MEALS?

A: Lunch will be provided if you've registered for the pre-conference on Wednesday and Thursday, and breakfast on Friday through to lunch on Saturday will be provided (please let us know ahead of time if you have any dietary restrictions!) - but you will be on your own for all other meals. Bring your own food (the Fairmont will provide a refrigerator for your room upon request), or check out some of the restaurants on site! Snacks, coffee and tea will be available throughout the day.

Q: IS THERE A DRESS CODE? WHAT SHOULD I WEAR?

A: It depends on your session choices! We have a variety of active sessions both indoor and outdoor, as well as many more formal meeting-style sessions. Bring active wear, business casual, and don't forget your semi-formal attire for the banquet on Friday night!

Q: WHAT ELSE SHOULD I BRING?

A: A computer and/or note pad and pen for note taking during your sessions; business cards for networking; and a reusable mug and/or water bottle so you can stay caffeinated and hydrated. Pro-tip: slippers make the weekend so much better.





F.A.Q. (CONTINUED)

Q: WHAT CAN I DO DURING UNSCHEDULED TIME/WELLNESS BREAKS?

A: Whatever you want! Take a nap, grab some food, sightsee, skate, catch a carriage ride around the lake. There are plenty of activities to take part in at the Fairmont Chateau Lake Louise - we recommend bringing skates, skis/snowboards, snowshoes, a bathing suit, and any other gear you might need (you can always rent gear from the hotel, too.) Check out the Fairmont's Winter Activity Guide for some activity ideas: <https://bit.ly/2X1cXLP>

Q: WILL I RECEIVE A PROGRAM TO KNOW THE SESSION SCHEDULE?

A: We will not have any printed programs available this year in an effort to be kinder to the environment. All session details and the schedule will be available on our website or on the mobile app. We will have a limited number of single-page schedules for those with accessibility needs (or flip phones. We won't judge.) If you wish to print your own program from the website, go for it!

Q: WHAT IF I HAVE OTHER QUESTIONS DURING THE CONFERENCE?

A: Ever Active Schools will have staff floating around (look for the green buttons!), or come see us at the registration desk - it will be open for the duration of the conference. We'll also have resources for sale at registration so you can integrate them into your work first thing on Monday.

Q: CAN I PURCHASE ADDITIONAL BANQUET TICKETS?

A: If you need an extra banquet ticket but didn't purchase one, we will have a ticket swap board. Your banquet ticket is included in your registration but if you opt out you will not receive a ticket.

Q: WHAT IS THE DIFFERENCE BETWEEN A WORKSHOP, PRE-CONFERENCE AND CONCURRENT SESSION?

A: Workshops are 2 hour blocks of hands-on learning and must be picked at the time you register. Spots fill up quickly and are limited! Pre-conference sessions are workshops that take place the day before the conference actually starts. There is an extra cost to this, but trust us, it's worth it. Concurrent sessions are 50-minute session ranging from lecture-style to active and do not need to be reserved in advance.

Q: WHAT ARE THE NETWORKING OPPORTUNITIES?

A: Networking is the second-best part of Shaping the Future (next to being in the mountains), so we provide plenty of opportunities. Of course, all of your sessions are great opportunities to meet new people and make those connections, but wellness breaks and unscheduled time are also prime times to connect in a breathtaking environment. If you're more interested in formal networking, we'll have a networking lunch on Friday afternoon and the banquet that night to give you an opportunity to mingle.





F.A.Q. (CONTINUED)

Q: ARE THERE ANY OTHERS WAYS I CAN BE INVOLVED IN THE CONFERENCE OTHER THAN AS A DELEGATE?

A: You betcha! We offer opportunities to present, sponsor, or be there as an exhibitor. Check out www.everactive.org/stf for more details on these opportunities! We're also always looking for volunteers (session hosts, food monitors and ushers) - email megan@everactive.org if this is something you're interested in.

Q: I'D LOVE TO COME BUT OUR BUDGET IS TIGHT. IS THERE FUNDING I CAN APPLY FOR?

A: None that we can help with. We'd love for everyone to come but understand that budget can be a barrier. We recommend sending who you can within your organization and taking as many notes as possible to share back your learnings with your team!

Still have questions? Email us at info@everactive.org or call **780-454-4745**.



EVER ACTIVE SCHOOLS PRO-TIPS

- The most important work that will come from the conference will be the conversations in the hallways, over a coffee or on a walk outside.
- Meet all the people! Shaping the Future is the perfect place to make a first impression because everyone is excited and energized.
- Set some personal and professional goals for being there ahead of time. Whether it is strengthening partner networks, taking in the great outdoors or meeting new contacts, give some thought to what lights you up and what the possibilities are for achieving that in this setting - then, be intentional about going after it.
- Get outside! It's easy to work and network all day long, but we have such an incredible opportunity to take advantage of our environment in Lake Louise.
- There is so much going on in a super packed schedule, so the days will fly by. Remember to stop and take a few moments in. Journaling is super handy here - write those moments down to reflect on later!
- Take time for yourself! Enjoy the breaks and wellness opportunities. Do something that makes you happy and helps you relax - check out the spa, read a book, go for a skate. The opportunities are what you make of them.
- Choose a few "sustainable moments" in the program that you really want to get and make it happen: check out that fun outdoor session, connect with that person you've only ever communicated with over email, and remember to find the joy.
- Brush up on your dance moves!
- Register for the AMA Youth Run Club breakfast! The buffet lines are always shorter, you get to hear awesome speakers while you eat, AND you don't even need to be a Run Club coach yet - you can sign up there!
- Stick around for door prizes! Saturday at lunch the door prizes are announced and you have to be present to win. Last year we gave away a FitDesk from Gopher Sport (!!!!), along with tons of other awesome prizes.