The AERE Board of Directors is soliciting Expressions of Interest from universities, research organizations, or groups of organizations for an Organizing Committee of the 2023 AERE Summer Conference that will take place in late May/early June 2023. The committee’s main task will be to develop the academic program and related events. Sponsored sessions will be included, and their themes are to be chosen by the Organizing Committee in conjunction with government agency and other supporters of the sponsored session tracks.

- Selection of a Keynote speaker and potentially a pre-conference workshop will be the responsibility of the Summer Conference Advisory Committee, a subset of the AERE Board of Directors, a member of which serves as the liaison between the Organizing Committee and the AERE Board. (The Advisory Committee also provides support for fundraising.)
- Administrative and event support from AERE Headquarters includes sourcing conference locations and contract negotiations for guest rooms, AV, and food and beverage requirements as well as on-site support. AERE Headquarters also provides abstract submission and program development software.

AERE strives for diversity in locations for its conference across years (see past conference locations below), but any accessible, desirable location will be considered. Priority consideration will be given to:

i. Venues large enough to accommodate ten or more parallel sessions and up to 400 attendees (including a keynote lunch for the full group);

ii. Affordability of hotel rooms (including government rate) and food/beverage costs (as determined by the Advisory Committee);

iii. High amenity value in the surrounding area and places not on the usual academic conference circuits;

iv. Locations that are within 45 – 60 minutes from the nearest major airport.

In addition, AERE aims to deliver its 2023 Annual Conference as a hybrid event, combining in-person and virtual elements to capitalize on the added benefits associated with offering some components of the program virtually. Initial considerations should include:

- What components of the program could go virtual while still bringing attendees together for effective knowledge-sharing/networking and engagement with exhibitors and sponsors?
- How will global time zones be accounted for when creating the program?
- What support do we require from the conference venue?
Expressions of Interest should be emailed to AERE Headquarters at info@aere.org by March 1, 2022. The submission should provide the following:

i. Name of Organizing Committee chair and/or co-chair and members (normally a team of two to four individuals, but the Organizing Committee has latitude to choose its composition as it sees fit);

ii. Previous experience with meeting / conference planning;

iii. Proposed dates;

iv. Names of three or four hotels available on proposed dates with sufficient size (see above) that the Event Manager can research for services and costs;

v. Estimated travel time from airport to proposed location by shuttle and rental car;

vi. Attributes of the proposed location.

Questions? Email AERE Headquarters at info@aere.org.

**Conference History**

- Seattle, Washington (June 8 – 10, 2011)
- Asheville, North Carolina (June 3 – 5, 2012)
- Banff, Alberta, Canada (June 6 – 8, 2013)
- World Congress (Istanbul, Turkey), no Summer Conference (2014)
- San Diego, California (June 3 – 5, 2015)
- Breckenridge, Colorado (June 9 – 11, 2016)
- Pittsburgh, Pennsylvania (May 31 – June 2, 2017)
- World Congress (Gothenburg, Sweden), no Summer Conference (2018)
- Lake Tahoe, Nevada (May 29 – 31, 2019)
- Virtual (2020)
- Virtual (2021)