

# HOUSTON HEALTHCARE

## Speakers Bureau Guidelines

*Empowering you to get well, stay well and live well!*

Houston Healthcare now offers a Speakers Bureau to organizations in our community to provide health and wellness information. Composed of physicians, medical personnel and other staff within our organization, this group is available to speak on a variety of topics with relevant health and wellness education/information.

Because we are committed to increasing the health care knowledge of our community, we are offering this as a free service to organizations and industries.

### GOALS

- To share Houston Healthcare's services and organizational updates with those in our communities.
- To empower individuals to get well, stay well and live well.
- To reach out to various populations within our community in a different and more beneficial way by offering speakers and topics that are relevant to overall health-reaching people and organizations in their own environment.

### CRITERIA

- At least 10-15 participants must be guaranteed for each event.
- Organization must be in Houston County (request for surrounding locations will determine speaker availability).
- Six-week advance notice must be given on requests. (There are certain exceptions that can be made with prior approval of the Director of Marketing with at least four-week notice of the event/organization that is requesting the speaker.)
- At least one person must be available as the speaker's contact on the day of the event to greet and introduce the speaker (i.e., council coordinator or organization contact).
- Speakers are available for events Monday – Friday, 8 am-7 pm; however with advance notice of at least 4 weeks and prior approval from Director of Marketing, weekend speaking engagements may be accepted.
- Health screenings are not available as part of our Speakers Bureau. If you would like to schedule screenings for your organization, please contact our Community Education and Service Department, EduCare, at (478) 923-9771.

For more information, please visit our website at [www.hhc.org](http://www.hhc.org) or contact Mary Stanley, Community Relations Coordinator, [mstanley@hhc.org](mailto:mstanley@hhc.org) or (478) 322-4973.