



WORLDWIDE ERC®

Events

Justification Toolkit



Demonstrate ROI and Gain Approval to Attend

Justifying ROI is vital when requesting time away from the office, especially at a cost. You know how important it is to validate the value of your requested investment. Let us help set you up for success.

Set Your Game Plan

Review the event program and map out which educational sessions you plan to attend. Choose those that will most benefit you as a mobility professional, your team, and your organization. Each of the sessions provide specific learner outcomes on the latest trends, challenges, and solutions in workforce mobility. Attending this event provides an opportunity for you to improve your/your team's productivity and efficiency, expand your professional network, better utilize resources, save money, and more!

Make Your Case

Complete the Request Letter along with the Cost Benefits Worksheet and submit to your manager. These tools will help you prepare for your journey and demonstrate the value that your attendance will bring to your organization. We look forward to seeing you soon!

Why The Global Workforce Symposium?



Worldwide ERC® invites you, the international mobility community, to gather in Boston, Massachusetts for this year's bigger, bolder Global Workforce Symposium.

Experience the new Worldwide ERC® as we bring industry builders, innovators, and disruptors together to share distinct global perspectives and build mobility solutions for today and the future. Network, benchmark, collaborate, and reconnect with industry peers and experts against the backdrop of breathtaking views in one of the United States' largest port cities.



1,875+
REGISTRANTS



50+
COUNTRIES



55%+
FIRST-TIME CORPORATE HR DECISION MAKERS



Cost/Benefit Worksheet

Meeting expenses are affected by a number of factors. Before you can even begin to justify the expenses, you need to calculate what those expenses are. To do so, use the following Cost/Benefit Worksheet to develop a cost estimate for attending the 2019 Global Workforce Symposium.

Costs

The [registration fee](#) includes evening receptions, refreshment breaks, and luncheons for each day of the conference – therefore out of pocket costs for meals will be minimal.

[Registration fee](#) is \$
I have found airfare for \$

TOTAL ESTIMATED COST FOR REGISTRATION/TRAVEL/HOUSING

\$

Benefits

List key “takeaways” anticipated from any/all sessions you plan to attend, based on the session descriptions and learner objectives. Once you have listed takeaways that you can implement in your job, with your team, for your organization, estimate the dollar value that implementation will gain and/or save for your organization. [Click here to view a full list of sessions.](#)

Session: (Title, Key Speakers)

Key Takeaways: (Include new content covered in the session and new knowledge acquired)

Estimated Value: (Highlight speaker credentials and demonstrate how the information presented will benefit your organization)

List key corporate and service provider contacts with whom you plan to meet face-to-face, network, discuss best practices or potential business, and estimate the dollar value that these interactions will gain and/or save for your organization.

Objective: (Identify the number of people you plan to meet with and the company they are affiliated with)

Estimated Value: (Explain how networking with professional contacts and industry experts will improve your/your organization’s productivity and efficiency)

TOTAL ESTIMATED BENEFIT OF ATTENDING THE 2019 GLOBAL WORKFORCE SYMPOSIUM

\$

At the completion of the 2019 Global Workforce Symposium take some time to review your original objectives. Develop an analysis of whether you were able to fulfill your original objectives and assess how you will be able to apply what you learned in order to either provide cost savings to your organization, offer innovative ideas to increase revenue generation, and/or obtain tools to increase your team’s work efficiency, and the cost savings that would result.

Demonstrating the ROI from the Symposium will not only provide value to your company’s bottom line but will also “ease the way” to approval to attend future Worldwide ERC® events.

Request Letter to Management

Need help developing your business case for attending Worldwide ERC®'s 2019 Global Workforce Symposium? We've developed a "Request Letter" to assist you with your approval process. Simply copy and paste the text below, tailor it to your specific needs and send it to your boss! Don't forget to use the Cost Benefit Worksheet as well!

Dear

I would like your approval to attend the Worldwide ERC®'s 2019 Global Workforce Symposium, to be held 16-18 October 2019 in Boston, Massachusetts, USA. This Conference is an opportunity to engage with over 1,800 workforce mobility professionals from more than 50 different countries. I will have the chance to take part in educational sessions and networking events to strengthen our existing relationships and create new ones.

At this Conference I will find tools to streamline processes, develop new programs, and identify cost savings. Meeting industry experts, benchmarking with leading mobility professionals, and expanding my network of professional contacts will allow me to take away innovative workforce mobility ideas and learn how to apply new strategies to solve existing challenges.

I plan to achieve the following three objectives. *(Examples: To make three connections that can lead to future business. To take back three new ideas that I can implement in my job.)*

Objective 1:

Objective 2:

Objective 3:

I plan to attend the following specific sessions to achieve my objectives, gain the education and tools to bring back and implement within our company, and to network with other attendees. *(Review the full [session schedule](#). List the sessions you plan to attend as well as learner objectives, and indicate how they will benefit you and/or your organization)*

Session 1:

Learning Objective:

Benefit:

Session 2:

Learning Objective:

Benefit:

Session 3:

Learning Objective:

Benefit:

Session 4:

Learning Objective:

Benefit:

Session 5:

Learning Objective:

Benefit:

I look forward to bringing my key takeaways back to implement and share with our team to improve efficiency and productivity and to positively impact our "bottom line!" Please review the Cost/Benefit Worksheet (attached) to see the value my attendance will bring to the organization in hard dollars.

Sincerely,