


Organizing Special Events and Conferences: A Practical Guide for Busy Volunteers and Staff


By Darcy Campion Devney



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Here is help for anyone who has to produce a public event -- from a church social or school fundraiser to a national conference. This comprehensive and practical handbook is the first to reveal all the tricks and techniques of the professional event organizer. Packed with step-by-step instructions, checklists, schedules, and lists of organizations, addresses, and publications, this edition includes updated resources that will prove indispensable to event planners.

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Editorial Review

About the Author

Darcy Campion Devney has belonged to many different nonprofit organizations, including the Girl Scouts, the International Thespian Society, the Society for Creative Anachronism, and the National Association of Female Executives. She has a B.S. in Corporate Communications and Management from Boston University. Over the last twenty years, she has worked at Harvard University in various departments, including Harvard Magazine, Cabot House, and the Office for Sponsored Research.

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