

## DEPARTMENT OF CONVENTIONS AND CONFERENCE PLANNING (DCCP)

### REPORT

#### 56<sup>th</sup> BIENNIAL ANTIOCHIAN ORTHODOX ARCHDIOCESE CONVENTION

Phoenix, Arizona  
July 24<sup>th</sup> - 30<sup>th</sup>, 2023

Carol Jazzar, Co-Chair  
280 de Chateauguay St.  
Longueuil, Québec J4H 2K7  
(514) 942-0170

Raed Sweiss, Co-Chair  
14600 John Humphrey Drive,  
Orland Park, Illinois 60462  
(708) 772-1040

DCCP@antiochian.org  
[www.antiochian.org/dccp](http://www.antiochian.org/dccp)

#### **MISSION OF THE DCCP**

The Department of Convention and Conference Planning (DCCP) is responsible for overseeing the planning and selection of all Archdiocese Conventions and Parish Life Conferences (PLCs). The role of the DCCP is to ensure adherence to Archdiocese policies and procedures regarding the biennial Conventions and the annual PLCs.

In order to facilitate the overseeing of Parish Life Conferences, a Conference Coordinator and conference planning committee have been established in all of the Dioceses by the DCCP in collaboration with the local Bishop. The Conference Coordinators and their local committee report and receive approval for the planning of the Parish Life Conference by the local Bishop and the DCCP to ensure adherence to policy and procedures.

In addition, the DCCP oversees the Antiochian Events (AE) team, which manages our registration and financial record keeping for all Conventions and PLCs. All Parish Life Conferences and Archdiocese Conventions are required to use the Antiochian Events System.

The co-chairs of the DCCP oversee seven Dioceses whereby the Conference Coordinators report directly to their respective DCCP co-chair with any questions or concerns that might arise in their Diocese.

The co-chairs of the DCCP continue to oversee all Archdiocese Conventions working directly with the host parishes including carrying out site visits to ensure venue selection meets the requirements to host a Convention.

The DCCP review all agreements entered into regarding conventions and conferences. The intent is to protect the Archdiocese by minimizing legal exposure.

## **FUNCTIONS OF THE DCCP**

The DCCP offers assistance to parishes when hosting Conventions and Parish Life Conferences. This is done in with coordination our AE team, the DCCP co-chairs and PLC coordinators conducting site visits, training via YouTube videos and other online training modules for use of the AE system etc....

The DCCP communicates with each local Bishop directly or through the PLC coordinators in their respective dioceses and directly with the Archdiocese/Metropolitan concerning Conventions. The DCCP and its coordinators work with the regional Diocese Mission Councils (DMC) along with the Department of Youth and Department of Christian Education in order to facilitate Bible Bowl and Festival awards and expenses.

The DCCP plays a critical role in facilitating the organization and execution of the Biennial Convention and the annual PLCs in each Diocese. The DCCP ensures that guidelines established by the Archdiocese are implemented and that the Archdiocese is well protected from agreements entered into by parishes who are hosting the conventions and conferences.

## **MEMBERS OF THE DCCP**

In addition to the co-chairs, the DCCP is currently comprised of seven Conference Coordinators and two members from the Antiochian Events team. All members of the DCCP volunteer of their time.

### **Conference Coordinators:**

Diocese of Los Angeles	<i>Lew Malouf</i>
Diocese of Ottawa	<i>Eric Zakaib</i>
Diocese of Toledo	<i>Joe Rihani</i>
Diocese of Wichita	<i>Joan Farha</i>
Diocese of Worcester	<i>Mary Winstanley O'Connor</i>
Diocese of Charleston/NY	<i>Fr. Justin Mokhiber</i>
Diocese of Miami	<i>Andrea Abou-Akel</i>

**Antiochian Events Team:** *Michael Srour and Hani AbuGhalzeh*

When a Biennial Convention occurs the host pastor and convention chair are considered ex-officio members of the DCCP for the two years proceeding and the two years following their respective Convention.

## **GOALS AND ACCOMPLISHMENTS – 2021-2023**

- To provide a virtual Archdiocese Convention in 2021 given the restrictions imposed during the global Covid pandemic.

*Achieved:* A one day virtual Convention organized by the DCCP was held in July 2021 with 858 in attendance.

- To provide guidance and support to the Conference Coordinators and host parishes for the 2022 and 2023 PLCs.

*Achieved:* The DCCP has provided continuous support and on-going communication with the respective Conference Coordinators, AE team and host parishes.

- To provide guidance and support to the host parish and committees of the 56<sup>th</sup> Biennial Archdiocese Convention.

*Achieved:* Support and guidance is provided to the host parish on a regular basis by the DCCP.

- To provide host parishes with a unified mobile app for all Parish Life Conferences and Conventions.

*Achieved:* The *Antiochian Events* App was launched for all 2022 PLCs season. It was made available to participants of all parish life conferences in 2022 on both iOS and Android platforms.

- To organize a Special Nomination Convention to select candidates for the position of Metropolitan for our Archdiocese.

*Achieved:* A Special Nomination Convention was held in Dallas, Texas on January 13, 2023 with 445 in attendance.

## **FUTURE GOALS 2023-2025**

- To work with and assist the host parish and convention committee of the 57<sup>th</sup> Biennial Archdiocese Convention hosted by St. George Church, Cicero, Illinois July 20-27, 2025.
- To provide guidance and support to the Conference Coordinators and host parishes for the 2023 and 2024 PLCs.
- To provide guidance and support to the host parish and committees of the 58<sup>th</sup> Biennial Archdiocese Convention.

- To assist the parishes bidding to host the 2029 Archdiocese Convention.
- To hold a biennial DCCP meeting in the fall of 2024 to solidify all PLC coordinator teams in order to provide consistency around the Archdiocese. *Date to be determined.*
- To continue to oversee and monitor the planning and execution of upgrades, to the Antiochian Events System.
- To update the existing Convention Planning Manual and Conference Planning Manual to better reflect the evolving needs and current trends within the Dioceses and Archdiocese.

### ***FUNDING and EXPENSES***

The DCCP covers expenses related to Convention and PLC items required for the Bible Bowl and Oratorical Festivals, as well as software upgrades to the Antiochian Events system. In addition, reimbursement is made available for Conference Coordinators to attend the biennial DCCP meetings. DCCP funding is obtained from the portion of the Conference registration fees collected.

We welcome His Eminence Metropolitan Saba and ask for his guidance and support to the Department of Conventions and Conference Planning. We would also like to thank the Auxiliary Bishops of our Archdiocese and Mr. Fawaz El-Khoury, Vice-Chair of the Archdiocese Board of Trustees.

### ***RESPECTFULLY SUBMITTED,***

*Carol*

Carol Jazzar, DCCP Co-Chair

*Raed*

Raed O. Sweiss, DCCP Co-Chair