



Antiochian Orthodox Christian Archdiocese Department of Youth Ministries

Diocesan Oratorical Coordinator Duties and Responsibilities

The Diocese Oratorical Festival Coordinator is appointed each year by the Archdiocese Department of Youth Ministries and approved by the Diocesan Bishop. This Coordinator works directly under the Diocese Ministry Council (as it applies for specific Diocese) and the Archdiocese Oratorical Coordinator. The responsibility of the Diocese Oratorical Festival Coordinator is to motivate and facilitate the individual parishes within the specific Diocese to participate in the annual Oratorical Festival at their Diocese Parish Life Conference's. The Diocese Oratorical Festival Coordinator is responsible for the following:

- Oversee the Diocesan Oratorical Festival
- Act as a Liaison to the Department of Youth Ministries Chairs
- Keep the Diocese Ministry Council (or designee, depending on the specific Diocese structure) updated
- Communicate to the Department of Youth, and Archdiocese Oratorical Coordinator immediately after the Oratorical Festival the Senior Division Judge's Choice for the purpose of the Archdiocese Oratorical Festival.
- Promote the Oratorical within the Diocese to encourage participation
- Approve room setup for Oratorical Festival (make sure the room have adequate sound system and Mic)
- Act as MC for the Oratorical Festival (refer to all Contestants by a number, not their name).

Checklist for Oratorical Festival Coordinator

- Progress reports should be mailed, e-mailed, or phoned into the Archdiocese Oratorical festival Coordinator and the Chairman of the Archdiocese Department of Youth and Parish Ministries prior to your Diocesan Parish Life Conference (before May 1st), and no more than three days following your conference.
- Make sure you secure three judges (that properly meet the criteria for Orthodox Judges as noted in the section *Judges* with the host parish of your conference. Call the conference secretary or chair for help (refer to the *Judges* Section for judges requirements).
- Keep in contact with someone from the host parish in case you have any needs. Confirm that someone will order awards and that the room will be set up properly.
- Talk to your participants throughout your conference week. Make sure they are fully aware of all the rules. Meet with them formally at least once the day before the festival and communicate with them by e-mail or phone a week or two prior to your conference letting them know when and where you will meet with them.
- The judging forms are provided to you by the Archdiocese Oratorical festival Coordinator and will also be posted on <http://www.teensoyo.org>. Remember, each judge has a different designated form.
- Be organized, and your festival will run smoothly!

- If your Senior Division Oratorical winner cannot attend the Archdiocese Oratorical Festival, the participant with the NEXT HIGHEST RATING will represent your diocese. Please remind all Senior participants before your Diocesan Parish Life Conference that the winner will represent your diocese (with travel expenses paid by the diocese) at the Archdiocese Oratorical Festival, either at the Archdiocese Convention or at the NAC SOYO Summer Meetings.

Timekeeper

- A timekeeper will clock all speeches and record the length of speech. The timekeeper will also be responsible for the accuracy of the Judges' addition on score sheets and rating form. (See **item 2a** on checklist items).

Scoring Procedure

- Judging will be tabulated on a standard form that will be provided to each Judge. These forms will be given to you by the Archdiocese Oratorical festival Coordinator.
- The Contestant receiving the highest ranking from all Judges will be declared the Judge's Choice. Each Judge totals the contestant's points and gives the highest point total a rating of '1' and so on. The rating numbers are then totaled on the Score Sheet and the contestant with the **lowest total** is declared the winner.

In the event of a tie

- Add the ranking of only the two or more contestants who are tied for 1st place.
- If this does not produce a winner then a Secret ballot amongst the three judges, voting for their top choice amongst those tied for 1st place only will determine the winner,
 - i. abstentions are not allowed, and each judge can only vote for one contestant.
- If there is a three or more-way tie for first place and if the above procedure still does not produce a winner, then take the top scorers only that are still tied and follow the above procedure again.
- If the tie is still not broken then the three judges will need to discuss who and why they believe should be the judges' choice and find a way to break the tie, with the Clergy judge leading the discussion.
- In addition, in the instance when an individual judge incidentally marks the same score for two or more contestants, he/she is required to make a judgment to reflect which oration was better by ranking them with a "rating" number of 1, 2, 3 and so forth. No two contestants should receive the same rating.
- The Judges should be excused to a private room while tabulating scores. The speakers shall be introduced by city and name along with their resumes while the Judges tabulate the scores.
- The Judges should be introduced and recognized when they return to the room with the tabulated scores.

- The Judge's Choice should be announced by the Diocese Oratorical Festival Coordinator at the conclusion of the Oratorical festival.
- The Diocesan Coordinator will serve as MC.

Judges

- There shall be three judges as follow, all three judges **ought not be a member** of the Antiochian Orthodox Christian Archdiocese of North America:
 - Orthodox Clergy with an Orthodox Theological Degree
 - Orthodox Lay/Clergy with an Orthodox Theological Degree
 - Professional Judge (an Orthodox Christian), in the field of speech, oratory, English, journalism, or any other of the oratory fields
 - No Judge shall be any speaker from the Diocese Parish Life Conference
 - All Judges must be submitted to the Archdiocese Oratorical Coordinator for approval
 - Collectively, Judges may only select one Choice (winner) per division. Judges must use the guideline on the "Oratorical Rating Sheet" which reads: The lowest total score (of the three added ratings) determines first place. Enter the "rating" number from the bottom of each Judges score sheet for each contestant. If there is a tie for Judges' Choice (first place) after this procedure, please consult the Tiebreaker Procedures.
- If a non-Antiochian judge cannot be secured for any of the above roles, the judge selection should be cleared by the Archdiocese Oratorical Coordinator and the Department of Youth.
- Orations are judged by two Orthodox Theologians (one of which must be an Orthodox priest, being a graduate of an Orthodox Seminary, the other preferably an Orthodox Seminary Graduate clergy or lay).
- Preferably the judges will not be a member of the Diocese in which Diocesan Festival takes place and not of the Antiochian Archdiocese for the Archdiocesan Festival. If an exception to the above occurs and someone from the Diocese or archdiocese is needed, this must first meet with the approval of the Department of Youth Ministries.
- The clergy / theological judges will judge on the content based on its adherence to an Orthodox understanding of the topic, creativity, content, and theological doctrinal accuracy and usage of Orthodox Christian sources, such as the Scriptures, Fathers and Mothers of the Church and current Orthodox Theologians.
- In case of emergency (i.e. one or more judges do not arrive), the Oratorical Festival Coordinator will consult with the conference/convention presiding hierarch, the host pastor, the Diocese Youth Director and the diocesan SOYO Spiritual Advisor, to determine a replacement. With the blessing of the presiding bishop, the Oratorical festival Coordinator will have the final decision on the matter. Preference should be given in this order:
 - A non-affiliate of the Antiochian Archdiocese.

- If one cannot be found, a non-affiliate of the diocese.
- If one cannot be found, a cleric or a layperson of the Archdiocese or Diocese with as little bias of the contestants as possible (i.e. they do not know any of the contestants).
- The score sheets will be posted at <http://www.teensoyo.org> and must be used. This provides uniformity amongst the diocesan Judge's Choices at the Archdiocese Oratorical Festival.
- The ratings will be taken from the Judges score sheets and tabulated on the rating form. The rating form should be saved until after the Archdiocese Oratorical Festival if there is a question concerning the scoring.
- The score sheets should be returned to contestants before the end of your diocesan conference or mailed to them immediately after your conference.
- Judges must be selected and obtained by the diocesan host chapter and/or Archdiocese Convention host chapter in consultation with the Oratorical festival Coordinator of the diocese or archdiocese.
- The Judges will be provided with a copy of each oration.
- Judges are to make sure that they award points per the criteria listed on their Judging Forms. This includes adherence to the Conference/Convention theme and each divisional focus/question. The print versions of the contestants' orations are to be used only as a reference and a guide, and not in the criteria for judging.
- For the Oratorical Judges Instructions and forms please refer to the Oratorical Judges Guide for each year, provided by the Department of Youth Ministries and Posted on <http://www.teensoyo.org>. Please be sure to print enough copies of this guide and judging sheets for each judge to have a full copy.

Checklist for Oratorical Festival

- If your Diocesan Parish Life Conference is not being held in your city, you need a contact person with the Conference Planning Committee who will help you secure local Judges for the Festival.
- Other needs at the Festival include:
- A timekeeper - When choosing your timekeeper, keep in mind this person should be an unbiased person (i.e. not related to any contestants) as this person is responsible for the accuracy of the Judges addition on the score sheet and rating form. A good choice may be a Parish Youth Director, Diocesan SOYO Youth Director or Diocesan SOYO Spiritual Advisor. Timing begins with the first word of the speech - after the greeting.
- A stopwatch or similar electronic device that can time the oratorical in minutes and seconds.
- A podium and a microphone.
- Door keepers are necessary to prevent noise and disturbances during the Festival, allowing people to enter and exit between orations only!
- A table and four chairs should be placed in the center of the room for the three Judges and the timekeeper. The coordinator may choose to sit in the front with the contestants.

- A gift of appreciation for the judges such as an Icon print or other appropriate gift. A thank you letter should also be sent. Please check with the Department of Youth Ministries to see if a standard gift has been chosen this year for the Judges across the archdiocese.
- An Award to be presented for diocesan Festivals shall be selected by the individual dioceses. The Archdiocese Oratorical Festival shall award each runner-up a \$500 cash Scholarship after they participate in the Archdiocese Oratorical Festival. The Archdiocese Oratorical Judge's Choice will receive \$1,000.00 cash Scholarship.

Room Setup

- Room large enough (Preferably Chapel) to seat approximately Three Hundred people.
- The front rows of the chapel reserved:
 - The bishop's throne and seats for any other bishops in attendance, plus the Chairman of the Department of Youth and Parish Ministry, the host pastor, the Diocesan SOYO Spiritual Advisor, Diocesan Youth Director, and any other prominent clergy in front of the "Christ side" of the iconostasis.
 - Seats for all the contestants in front of the "Virgin Mary side" of the iconostasis.
- Podium with microphone.
- Table and chairs for contestants.
- Table and chairs to accommodate three (3) judges, one (1) timekeeper and the diocesan coordinator. This table should be placed in the middle, toward the back of the room. No one else should be seated at this table.
- Three (3) judges outside of our Archdiocese - 1 priest and 2 laypersons.
- Two (2) 1st place trophies - 1 for Junior Division and 1 for Senior Division.
- Participation trophies or Icons.
- Water for judges and contestants.
- Pencils and note paper for judges/timekeeper.
- Door monitors.
- Appropriate seating for the presiding hierarch, other bishops, the Chairman of the Department of Youth and the NAC SOYO Spiritual Advisor (and spouses if present). Place the Metropolitan's chair in a way that makes him easily assessable for the contestants to approach for a blessing, prior to going to the podium.

For the Oratorical Judges Instructions and forms please refer to the Oratorical Judges Guide for each year, provided by the Department of Youth Ministries and posted on <http://www.teensoyo.org>.