**1st JULY Friday: 9:00 – 18:00** Registration and credentials

**Zonta International 63rd Convention**

**Detailed Program**

Empowering Women – TOGETHER!

**2nd JULY Saturday – MORNING**

CREDENTIALS: 7:30 to 4 pm, REGISTRATION: 7:30 – 5:30, FOUNDATION BOOTH: 7:30 am – 4:30 pm

10:00 -11:00: Coffee, 1:00 pm: Lunch.

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| **Districts** | **Time** | **Activity** | **Location** |
| **D1 – D7 and D27** | 09:00 – 9:55 | District meeting | SEE TABLE BELOW |
| 10:00 – 10:55 | Workshop UN & CoE | Apollon |
| 11:00 – 11:55 | Workshop Advocacy | Apollon |
| 12:00 – 13:00 | Free time | Foundation/CAC/ Bright Spots |
|  |
| **D8 – D14 and D29** | 09:00 – 9:55 | Free time | Foundation/CAC/ Bright Spots |
| 10:00 – 10:55 | District meeting | SEE TABLE BELOW |
| 11:00 – 11:55 | Workshop Advocacy | Apollon |
| 12:00 – 13:00 | Workshop UN & CoE | Apollon |
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| **D15 – D22****& Region South America** | 09:00 – 9:55 | Workshop Advocacy | Apollon |
| 10:00 – 10:55 | Free time | Foundation/CAC/ Bright Spots |
| 11:00 – 11:55 | District meeting | SEE TABLE BELOW |
| 12:00 – 13:00 | Workshop UN & CoE | Apollon |
|  |  |  |  |
| **D23 – D26, D28, D30 – D32 & Region Mongolia** | 09:00 – 9:55 | Workshop Advocacy | Apollon |
| 10:00 – 10:55 | Workshop UN & CoE | Apollon |
| 11:00 – 11:55 | Free time | Foundation/CAC/ Bright Spots |
| 12:00 – 13:00 | District meeting | SEE TABLE BELOW |

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| --- | --- | --- | --- | --- | --- |
| **District** | **Participants** | **Room** | **District** | **Participants** | **Room** |
| D01 | 15 | Gallieni 6 | D17 | 91 | Gallieni 7 |
| D02 | 18 | Gallieni 1 | D18 | 86 | Gallieni 4 |
| D03 | 28 | Gallieni 7 | Region SA | 18 | Gallieni 3 |
| D04 | 33 | Gallieni 5 | D20 | 117 | Gallieni 5 |
| D05 | 25 | Gallieni 2 | D21 | 189 | Hermes |
| D06 | 32 | Gallieni 4 | D22 | 26 | Gallieni 6 |
| D07 | 13 | Gallieni 3 | D23 | 50 | Gallieni 4 |
| D08 | 23 | Gallieni 3 | D24 | 31 | Gallieni 2 |
| D09 | 42 | Gallieni 4 | D25 | 17 | Gallieni 3 |
| D10 | 38 | Gallieni 2 | D26 | 103 | Gallieni 7 |
| D11 | 23 | Gallieni 6 | D27 | 256 | Hermes |
| D12 | 29 | Gallieni 1 | D28 | 110 | Gallieni 5 |
| D13 | 107 | Gallieni 5 | D29 | 186 | Hermes |
| D14 | 85 | Gallieni 7 | D30 | 226 | Hermes |
| D15 | 33 | Gallieni 2 | D31 & Mongolia | 25 | Gallieni 1 |
| D16 | 28 | Gallieni 1 | D32 | 18 | Gallieni 6 |

**Short descriptions of the workshops:**

**Workshop 1 - Advocacy**

The purpose of this workshop is to understand WHEN, WHO and HOW to perform advocacy actions. Furthermore the workshop aims to discuss and propose mechanisms for increasing the impact of advocacy actions not only at club and district level, but especially at country level.

**Workshop 2 – UN & CoE – Trafficking in persons**

The purpose of this workshop is to provide knowledge about trafficking in persons and how the issue is addressed at the UN and at the Council of Europe.

**2nd JULY AFTERNOON** – Training & Rehearsals. Grab your lunch at Rhodes at 1 pm

PE: President Elect, ICC: International Committee Chairman, FA: Foundation Ambassador

Color guide: grey are BY INVITATION ONLY. Pink is Rehearsals.

PE Sonja defines the purpose and the content of this training.

| **Time** | **Location** | **Activity** |
| --- | --- | --- |
| 1:00 – 3:25 pm | Galliéni | **Leadership training – By invitation only – 2016-2018 ICC & District Committee Chairmen/Lt. Governors/FA have received invitation from PE Sonja.** |
| UN**Galliéni 1** | Membership**Galliéni 2** | PR&C**Galliéni 4** | FA**Galliéni 5** | JMK**Galliéni 6** | PE & 16-18 Govs. **Galliéni 7** |
| Apollon | Memorial Service rehearsal. Megan and Dana + Outgoing Governors  |
| 3:30 – 4:15 pm | Apollon | First timers orientation. |
| 4:30 – 5:30 pm | Apollon | IP Maria Jose, Tebbie Clift, othersDelegates and alternate training including voting training |
| 5:35 – 6:45 pm | ApollonRehearsal | Ragna Karlsdottir and her teamFlag ceremony rehearsal |
| 7:00 –9:30 | TBD | **Foundation Reception** – Mistress of Ceremonies: Simone Ovart.Others involved: Sally Bean, Dolly Dastoor |

PARALLEL EVENTS:

| **Time** | **Location** | **Activity** |
| --- | --- | --- |
| 5:35 – 6:45 pm | Gallieni 4 | Training of the French translations |
| 5:35 – 6:45 | Gallieni 1+2 | On the use of egg cells worldwide – Respecting Women’s Health and Rights |
| 1 – 4:45 | Risso 6 | “Alumnae” networking |
| 1.00 – 1:30 pm | Welcome by Zonta International Officers (invited: IP, International Directors, Committee Chairmen) |
| 1:30 – 2:00 pm | Welcome and introduction to the theme by Irene Wiese-von Ofen |
| 2:00 – 2:30 pm | Speech of Licia Verde, Amelia Earhart Fellow and professor in Barcelona, Spain. |
| 2:30 – 3:00 | Coffee break |
| 3:00 – 4:00 pm | Discussion in small groups/round tables  |
| 4:00 – 4:45 pm | Plenary discussion and exchange of findings and perceptions |
| 4:45 pm | Closing and Thanks.Invitation to a small reception (inside or outside the Convention Centre to meet invited Zontians of interested Clubs or Clubs with already existing relationships with alumnae. |

**Short descriptions of the parallel events:**

**Alumnae Networking:**

This is an opportunity for Amelia Earhart Fellows, Jane M. Klausman scholars and Young Women in Public Affairs awardees to meet and discuss. Everyone is invited to participate. Contact Dr.Irene Wiese-v.Ofen at

bbass@t-online.de if you are interested in participating.

**Round Table - On the use of egg cells (oocytes) worldwide – Respecting Women’s Health and Rights**

The purpose of this round table is to present medical facts about all aspects regarding the extraction and use of egg cells, to inform our members about what Zonta can and cannot do and to provide a discussion platform for members to discuss views and opinions about the subject.

**3rd JULY SUNDAY** –

CREDENTIALS: 7:30 – 8:30 am, 11:45 – 12:45 pm

REGISTRATION: 7:30 – 8:30 am, 12:30 – 5:30 pm

FOUNDATION BOOTH: 7:30 – 8:30 am, 12:15 – 6:00 pm

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| **Time** | **Location** | **Activity** | **Time** |
| 9:00 – 9:15 | Apollon | Welcome and safety instructions. |  15 min |
| 9:15 – 9:30 | The New Generation Acrobatics. <http://www.montecarlofestival.mc/en/new-generation-en/> |  15 min |
| 9:30 – 9:40 | Change of stage (video with images from this biennium) |  10 min |
| 9:40 – 11:20 | Opening ceremony with flag parade | 110 min |
| 11:20 – 12:30 | Empowering Women – TOGETHER!Welcome from Convention chairman |  5 min |
| Official from Nice |  10 min |
| Key note speaker: Maria Luisa de Contes, President of Renault, Spain, President of Avenir Mujeres.  |  15 min |
| Short intro of JMK program by Suzanne Lorenzen and speech of the JMK winner. |  10 min |
| 12:30 – 1:10 | Rhodes | LUNCH BREAK. – Rhodes & Agora 2 |  |
| 1:15 – 2:45 pm | Apollon | **Business session #1**:  |  |
| Credentials rep., Convention Standing Rules, Approval of Convention Program. |  35 min |
| Nominating Com. Report, Nominations from the floor.  |  35 min |
| Candidates’ speeches start – Officers (PE, VP, T/S) |  20 min |
| 2:45 – 3:15 | Rhodes | COFFEE. – Rhodes & Agora 2 |  |
| 3:15 – 4:45 pm | Apollon | **Business session #1 cont.**: Candidates’ speechesDirectors: min 14 speeches of 3 minutes Nominating Committee: min 18 speeches of 2 min |  45 min 40 min |
| 5:00 – 5:45 pm | Rhodes  | Meet the Candidates |  45 min |
| 7:00 | MonacoYacht Club | Buses leave by the Novotel |  |
| 8 – 10:30 pm | Special event. Ticketed event. |  |
| 10:30 | Buses leave to return to the Novotel |  |

**4th JULY MONDAY** – start with the American Anthem as it is USA Independence Day.

CREDENTIALS: 7:30 – 8 am

REGISTRATION: 8 am – 5 pm

FOUNDATION BOOTH: 7:30 am – 6 pm

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| **Time** | **Location** | **Event** | **Time** |
| 8:20 | Apollon | **Doors close. No one allowed to enter after 8:20** |
| 8:30 – 10:00 | **Business session #2** – Credentials report. Elections **FOR VOTING MEMBERS ONLY** |
| 10:00 – 10:30 | Rhodes | COFFEE.  |
| 10:30 – 1:00 pm(150 min) | Apollon | **Business session #2 (The elections committee in the Green Room)** |
| Results of the biennium (IP Maria Jose), including the new web | 10 min |
| D31 and Region Mongolia Recognition | 10 min |
| Zonta Leadership Development | 20 min |
| Finances (ZI & ZIF), budget, investments, including questions | 45 min |
| Advocacy |  5 min |
| UN – High level results picture |  5 min |
| CoE – High level results picture |  5 min |
| ZIF Development – Foundation results. FA recognition as group | 15 min |
| AE program presentation and awardee speech | 20 min |
| YWPA award program & winner 5 min speech | 10 min |
| 1:00 – 2:00 pm | Rhodes | LUNCH BREAK. |
| 1:15 – 2:00 pm | Galliéni 6 & 7 | All candidates wait in Gallieni 7. They come in in groups to Gallieni 6 to receive the results from Elections chairman Tebbie Clift, IP Maria Jose & PE Sonja. |
| 2:00 – 3:30 pm(90 min) | Apollon | **Business session #2: RESULTS** |
| Election Results | 40 min |
| ISP/ZISVAW | Vietnam results |  5 min |
| Liberia results  |  5 min |
| Past International Director Tayo Morgan on stage. Niger: Video (3 minutes)+ speech from Tayo 7 minutes. Speech from UNFPA (15 minutes) | 25 min |
| Vote on 2 of the 2016-2018 projects: Liberia and Niger | 10 min |
| History of projects and programs.  |  5 min |
| 3:30 – 4:00 | Rhodes | COFFEE |
| 4:00 – 4:25 | Apollon | Voices Against Violence | WAGGGS | 10 min |
| Video |  3 min |
| Speech from Past International Director Dilruba Ahmed &, D23, D4 & D18 Governors (2 minutes each or a combined speech of 10 min) | 10 min |
| 4:25 – 5:45  | Apollon | UNICEF US speech about successes in Rwanda | 15 min |
| CAEC announcement | 10 min |
| International Honorary Members | 15 min |
| Service Recognition Awards | 25 min |

**5th JULY TUESDAY** – 28 bylaw proposals, 12.3 minutes per proposal (average of previous biennia is 12 minutes per bylaw). Meeting can be extended with at least 15 more minutes.

CREDENTIALS: 7:30 – 8:15 am

REGISTRATION: 8 am – 5 pm

FOUNDATION BOOTH: 7:30 am – 6 pm

FOOD IS NOT ALLOWED IN THE APOLLON NOR IN ATHENA

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| **Time** | **Location** | **Event** |
| 8:00 – 8:45 | Apollon | Memorial Service |
| 8:45 – 8:50 | Please remain seated while the International Board resumes their places |
| 8:50 – 9:00 | **Business session #3**: Credentials Report |
| 9:00 – 10:30 | **Business session #3**: Bylaws ---- PARALELL ROUND TABLES, see next page |
| 10.30 – 11.00 | Rhodes | COFFEE.  |
| 11:00 – 1:00  | Apollon | **Business session #3:** Bylaws ---- PARALELL ROUND TABLES, see next page |
| 1:00 – 2:00 | Rhodes | LUNCH BREAK. |
| 1:20 – 3:00 pm | Galliéni | **Leadership training – By invitation only– 2016-2018 ICC & District Committee Chairmen have received invitation.** |
| Service**Galliéni 1** | YWPA**Galliéni 2** | Advocacy**Galliéni 4** | Special US Finances**Galliéni 5** | Z- & Golden-Z **Galliéni 6** | CAC**Galliéni 7** |
| 1:30 – 3:15 pm | Athena | Workshop 3 – “2030 Agenda & SDGs”Registered: 358 |
| 1:30 – 3:15 pm  | Apollon | Workshop 4: Building and securing strong clubs. Registered: 502. |
| 1:30 – 3:15 | Risso | Workshop 5 – “Our giving matters”**Risso 8** (140)Registered: 163 | Workshop 6 (leadership committee)Club presidents leadership training & risk awareness (TTT: Tips, Tricks and Traps). 321 registered. **2 rooms. Risso 6 and Risso 7** |
| 3.00 – 3.40 | Rhodes | COFFEE  |
| Gallieni 2 | **PRESIDENTIAL GIVING** |
| 3:45 – 5:30  | Apollon | **Business session #3**: Bylaws --- PARALELL ROUND TABLES, see next page |
| 7:00 – 9:00 pm | Nice | 1. Governors’ reunions
2. PIPs dinner
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The Special US Finances training is for club presidents and club treasurers in the US.

**Workshop 3 - 2030 Agenda and the SDGs**

This workshop will provide general information about the SDGs and why it is important for Zonta to actively support Goal 5 through our service and advocacy.

**Workshop 4 - Building and securing strong clubs**

The purpose of this workshop is to assist clubs to grow, survive and be relevant to both prospective and current members for years to come. It aims to empower members to get what they want through focusing on the fundamentals and by inspiring them with Zonta passion and vision.

**Workshop 5 - Our Giving Matters**

In Zonta we support projects and programs that empower women and help them to become self-sufficient. Come and discuss the alignment of our local and international projects and programs with the Zonta mission and vision, how to ensure their long term impact, meet and talk with our partners from the UN Agencies, share with others effective tools for fundraising and help us developing new ones for the future.

**Workshop 6 - Club presidents’ leadership training & risk awareness (TTT: Tips, Tricks and Traps).**

Tips, Tricks, and Traps for Club Presidents” will provide you with tools and ideas to be a dynamic club leader. Join us and share best practices.

PARALLEL SESSIONS – ROUNDTABLES FOR NON VOTING MEMBERS.

Time slots: 9:00 – 12:30 (coffee: 10:30 to 11:00) & 3:30 – 5:30 pm (coffee: 3 to 3:30 pm)

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| **Time** | **Room** | **Max** | **Themes** | **Lead** | **Assistant** | **Rapporteur** |
| 9 – 10:30 | Risso 6 | 140 | 1. Membership – how to make Zonta membership relevant in a world of declining club membership
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| Gallieni 5 | 110 | 1. Zonta advocacy at national level including best practices for advocacy actions during the Zonta says No to Violence Against Women campaign.
 | Advocacy com. |  |  |
| Gallieni 4 | 88 | 1. How to animate Power Point presentations and recording the messages of the slides. Converting Power Points to videos.
 | Jane Andersen |  |  |
| Gallieni 1 (+2) | 50 (+50) | 1. Presiding with Presence
 | Marie Louise |  |  |
| 10:45 – 12:30 | Risso 7 | 140 | 1. "The Istanbul Convention - an instrument to fight violence against women effectively"
 | Karin Nordmeyer |  |  |
| Risso 8 | 140 | 1. YWPA Award - how to start, why to continue
 | Ute Scholz |  |  |
| Gallieni 4 | 88 | 1. Education, technology, peace - Zonta’s work at UNESCO.
 | Ursula Bouchard |  |  |
|  |  |  |  |  |  |  |
| 9 – 12:30 | Gallieni 7 | 88 | 1. Regional workshop for Australia & New Zealand
 | D16, D22, D23, D24 |
|  |  |  |  |  |  |  |
| 3:30 – 5:00 | Risso 6 | 140 | 1. How to organize a new club
 |  |  |  |
| Gallieni 5 | 110 | 1. How to protect / promote / strengthen women's rights in a changing society
 | Carolyn Hannan | Megan Radavich |  |
| Risso 7 | 140 | 1. “Getting involved in Women’s Issues at the UN: the Commission on the Status of Women (CSW)”
 | Leslie Wright |  |  |
| Gallieni 4 | 88 | 1. Share – and bring home – ideas for using Information Technology tools in your club.
 | Jane Andersen |  |  |
| Gallieni 7 | 88 | 1. Non-violent communication (by Marshall B. Rosenberg) and how it can support Zonta leaders
 | Ute Scholz |  |  |
| Athena | 400 | 1. Marketing Zonta- including social media – at club and district levels.
 | Katherine Cleland |  |  |

**Short description of the round tables.**

1. **Membership – how to make Zonta membership relevant in a world of declining club membership**

The purpose of this round table is the members to discuss how we can make club meetings and club activities more attractive for current and potential members. Also to define tools or promotional material.

1. **Zonta advocacy at national level including best practices for advocacy actions during the Zonta says No to Violence Against Women campaign.**

The purpose of this round table is to compile best practices and suggestions for advocacy actions AT COUNTRY LEVEL in general, or specifically for the Zonta says NO to Violence Against Women campaign.

1. **How to animate Power Point presentations and recording the messages of the slides. Converting Power Points to videos.**

Step by step presentation of animation of text, graphics and photos on a PowerPoint slide. Recording of speak to slides and finally converting PowerPoint slides into a video is presented. Sharing of experience among participants is part of the Round Table. You are very welcome to bring a computer with PowerPoint installed and try animation, speak and video yourself.

1. **Presiding with Presence**

Body language and body attitude is extremely important when making powerful presentations to different audiences. A demonstration and examples of how to master body language will be given during this round table.

1. **"The Istanbul Convention - an instrument to fight violence against women effectively"**

The purpose of this round table is to present the Istanbul Convention and how Zonta clubs and districts can use it to fight violence against women effectively.

1. **YWPA Award - how to start, why to continue**

At this round table we will share best practices about how to promote the YWPA award and why this award is so important.

1. **Education, technology, peace - Zonta’s work at UNESCO.**

The purpose of this round table is to share information about the work of UNESCO within education, technology and piece and how Zonta can use the tools available to focus on education.

1. **Regional workshop for Australia & New Zealand**
* How to identify the most important issues for women by district, area, country or region.
* How to undertake strategic planning at club/area level.
* How to identify why a plan, project or event is not panning out as envisaged.
* How to fundraise with advocacy
1. **How to organize a new club**

After presenting the tools available (manuals, resources, etc.), the main points about time commitment, costs, how to start, continue and finish the process will be illustrated. The participants can share best practices and pitfalls which will be compiled.

1. **How to protect / promote / strengthen women's rights in a changing society**

The purpose of this round table is to discuss the major societal changes that affect women’s rights and how Zonta can actively work to protect, promote and strengthen those rights.

1. **Getting involved in Women’s Issues at the UN: the Commission on the Status of Women (CSW)**

Zonta International is highly placed in the NGO Committees that respond to and organize around the CSW. Come find out just what our impact has been and how you can be involved."

1. **Share – and bring home – ideas for using Information Technology tools in your club.**

Introduction to kinds of Information Technology tools to be used in a club for easy invitation of members to meetings; sharing, archiving and revisiting club information and decisions; discussions between physical meetings; external presentation of your club etc. The tools can be used by the board, committees and members. Sharing of ideas and experience among participants is part of the Round Table. You don’t need a lot of experience with usage of Information Technology – all Zontians are very welcome.

1. **Non-violent communication (by Marshall B. Rosenberg) and how it can support Zonta leaders**

The purpose of this round table is to present the basic principles on non-violent communication, a communication process developed by Marshall Rosenberg beginning in the 1960s. It focuses on three aspects of communication: *self-empathy* (defined as a deep and compassionate awareness of one's own inner experience), *empathy* (understanding and sharing an emotion expressed by another), and *honest self-expression* (defined as expressing oneself authentically in a way that is likely to inspire compassion in others).

1. **Marketing Zonta- including social media**

New [www.zonta.org](http://www.zonta.org) – General Overview

How to make the most of the Zonta Brand Identity, messaging and Zonta Print Portal.

Zonta online communities, and introduction to the new features on the [zonta.org](http://zonta.org/) website.

Public Relations- how to work with the press

Facebook for clubs and districts.  Best practices for greater visibility in social media.

**6th JULY WEDNESDAY**

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| **Time** | **Location** | **Event** | **Time** |
| 8:30 – 9:45(75 min) | Apollon | **Business session #4:** Credentials update  |  5 min |
| 2014 – 2016 Membership activities and results | 17 min |
| Z- and Golden-Z  |  8 min |
| Membership Recognitions Program | 30 min |
| Meritorious Service Awards (2) | 10 min |
| 9:45 – 11:00 | Apollon | **Business Session #5:** The 2016 – 2018 Biennium |
| 2016 – 2018 Biennial Goals, including voting | 30 min |
| Key Note speaker: Future of Zonta. | 45 min |
| 11:00 – 11.30  | Rhodes | COFFEE.  |
| 11:30 – 12:45 pm (75 min) | Apollon | **Business Session #5:** The 2016 – 2018 Biennium |  |
| 2016 – 2018 ISP & ZISVAW project & Educational programs proposals | 25 min |
| UNICEF USA speech | 15 min |
| UN Women speech | 15 min |
| Voting on the projects and programs |  5 min |
| 2018 Convention presentation – Yokohama  | 15 min |
| 12:45 – 1 pm | Apollon | Final remarks from the Convention chairman |  5 min |
| Final remarks from the International President |  5 min |
| 1:00 – 2:00 pm | Rhodes | LUNCH BREAK. |
| 1:00 – 4:00 pm | Galliéni 1+2Meal style | **Team** **luncheon**. By invitation only. 2016-2018 Board members, Governors, International Committee Chairmen, invited guests |
| 4:00 – 5:30 pm | Les Muses | Installation Rehearsal |
| 6:00 | Les Muses | Doors Open at 6:00 pm. Be there no later than 6:30 |
| 7:00 – 11:00 pm | Closing Banquet, Installation ceremony. Video projector – 4 screens |