

Team of Experts

If you are reading this it likely means that you either have never hosted an event before, or you wondering if your events are going as well as they should.

The OCP Music Outreach Team is a team of experts ready to partner with you to select the best event and OCP presenter for your needs, then make that event a success.

Booking an event

Perhaps you know exactly what you need, and would simply like to learn the details of “booking” an event. Perhaps you would like OCP to listen to your particular needs, goals and parameters, and make recommendations. In either case, OCP stands ready to assist you.

If you select an OCP presenter and topic for your event, OCP will then serve as the liaison between yourself and the presenter to discuss the event and terms. If you are satisfied that you have the right presenter and event, and the terms are agreeable to you, then we begin the process of “booking” the event. OCP will issue a “Performance Agreement,” which specifies the responsibilities of the presenter and the event sponsor.

Budgets are important realities, and thus the most frequent question we hear is, “How much is it?” That answer depends on the event and presenter, but briefly, your financial responsibilities include: flight, accommodations, and a stipend.

Making your event a success

Once the event is officially booked, OCP will provide promotional support as best suites your situation. Some events are open to the entire community; other events are for a specific group, and don’t require special promotion. Whatever situation you are in, OCP has materials to assist you.

Should you wish, your event will be published on OCP’s website, including the presenter’s calendar. OCP can provide posters, as well as announcements for bulletin, pulpit, and parish website.

Photos and video clips of the presenter are options that OCP can offer, should the event host wish to utilize these resources.

OCP can assist with developing a time line of what to do when, to promote your event.

Most importantly, for those little questions that come up and you aren’t sure how to handle, we are here if you want to call for a listening and discerning ear.

In addition to promotional efforts, OCP will be assisting you with the practical details of getting your presenter to your event.

It’s possible!

Hosting an event can seem a daunting task. Please think of OCP’s Music Outreach Team as your partner. You aren’t alone in this endeavor – together, we will make it successful.

To plan an event call OCP Events at 1-877-271-3786 or email events@ocp.org

