

Guide for Timekeepers, Notetakers, and Facilitators

TIMEKEEPERS

- Generally, 3 minutes per person
- 5 minutes for periods of silence

NOTETAKERS

- What have the participants said?
 - What points unite the group? What is happening at the feeling level?
 - Are there common threads emerging?
 - Are there any insights? Moments of comfort or discomfort?
 - Are there worthwhile quotes or testimonies?
 - How is the Holy Spirit moving the group?
 - Decide on main points to report from the conversation
-

FACILITATORS

- Each group can comprise 6-8 persons
- Opening prayer is said
- Each person may briefly share his or her interior state at that moment
- The facilitator may recap the sequence of steps (3 rounds with silence in between each round)
- Notetakers and timekeepers are identified

The First Round

- Each person takes turns to share the fruits of his or her personal prayer (3"/person)
- Participants are reminded to listen to one another with open minds and hearts. Be attentive to how the Holy Spirit is moving.
- The group may take a brief pause to absorb what was said.
- There are no discussions or interactions. One may ask questions for clarification of a word or phrase if necessary.

SILENCE (5")

- Participants take note on how they have been moved during the first round.
- What struck them? Points of comfort or discomfort?

The Second Round

- What emerged from within the silence?
- From what the others have said, each one shares what has resonated most or what has aroused the most resistance in him or her, allowing himself or herself to be guided by the Holy Spirit.
- No one is obliged to speak. Spontaneous sharing. Not a time for discussion or refuting.
- Not the time to bring up something that was forgotten in the first round.

- For example, respond to questions like:
 - How was I affected by what I heard?
 - Is there a common thread? Something missing?
 - Was I touched by a particular sharing?
 - Any insights? What is it?
 - Where did I experience a sense of harmony with others as we shared with one another?

SILENCE

- Each participant takes note of how one was moved during the second round.
- Are there key points emerging from the group?

The Third Round

- Share what emerged from the preceding period of silence
- Take note of the ways the Holy Spirit may be moving the group
- Offer a prayer of thanksgiving to conclude the conversation

Review and Report

- Review and reflect on how the conversation proceeded
- Decide on the main points to report from the conversation

Additional Notes:

