Prior to the Meeting

1. Prepare the Session question(s)
2. Make sure you have the relevant scripture readings
3. Have a notebook and pen handy for making notes during and after the scripture reflection.
4. Instrumental Music if you intend to use it and the means to play it.
5. Check that you have adequate seating.
6. Liaise with your parish priest as to when and where the meetings are to take place and have them published in the parish newsletter and or online platforms.

The Meeting

* Welcome everyone and begin with the Synod Prayer
* Invite those who have come to introduce themselves, name etc.
* Lay out a simple outline of the hour ahead.
* Read out the chosen question.
* Let people know that during the silent moments of reflection on the scripture they are encouraged to say whatever word, phrase or image strikes them arising from what they have heard.
* Remind everyone that this is not a debate, an opportunity to get things of their chest, much less a survey. They are let the Holy Spirit guide their reflection. He may produce a strong feel around a word, a phrase and image. Invite whoever is so moved to simple speak it out.
* Inform the group that where it resonates independently with others, this is to be discerned as possibly the prompting of the Spirit and a note of it will be made.
* Invite everyone to be silent to begin.
* Invite someone to read the passage of scripture prayerful and a little slower than perhaps normal but loud enough for all to hear. Ask them to do it twice but with a short period of silence in between.
* Play the music if you have chosen to do so.
* The silent period for reflection **ought not to be more than 20 minutes**.
* During the period make a note of what is offered in the group.
* Conclude the period by asking the person who read the scripture passage to read it once again.
* Simply go through the notes you have made.
* Remind everyone that this is not a debate, an opportunity to get things of their chest, much less a survey.
* In the discussion look out for resonance and consensus based on what has been the fruit of the session. Make a note of it against the question posed. This forms the answer which is to be sent to the Diocesan Contact Team.

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