Guidelines for Facilitating Formation

The welcome begins before the program starts! Create a welcoming and hospitable space; cater to people’s needs for refreshments on arrival; welcome individually or move around gathered group to introduce self.

Be prepared! Ensure the physical space and prayer focus is set up before participants arrive. Check number of participants beforehand to ensure adequate numbers of handouts, resources, etc. Ensure catering arrangements are in place.

Use stimulus items and use them intentionally! e.g. scripture; poetry; artwork; focussed input; story; film; music; multimedia

Allow opportunities to respond to stimulus. Include variations in methods of response across an extended program. e.g. Journaling; response to reflection questions; sharing with other participant/s; artwork; silent reflection; prayer.

Use a variety of processes for participant sharing. Walk and talk; triad sharing; diad sharing; focussed feedback; think – pair – share.

Participation is always invitational. Participants should never feel that a formation experience involves pressure to ‘share or die’.

Formation follows a person-centred approach. The focus should remain on the process or personal experience, rather than content or outcomes.

My Story, Our Story, The Story. Welcome the story of each participant. Recognise that participants come to the process with their own story, their own experience of community and their own personal spirituality.

Head, Heart, Hands! Use strategies that engage the cognitive, the emotional and the practical elements of the individual. (Refer to Spiritual Formation Framework for further explanation.)

Acknowledge traditional owners. May also be appropriate to acknowledge the history and heritage (charism) of the venue. (See Prayers for Meetings resource for an acknowledgement of traditional owners)