



Synod Coordinator/Facilitator  
Training

# Prayer to the Holy Spirit

## Adsumus Sancte Spiritus

We stand before You, Holy Spirit,  
as we gather together in Your name.

With You alone to guide us,  
make Yourself at home in our hearts;

Teach us the way we must go  
and how we are to pursue it.

We are weak and sinful;  
do not let us promote disorder.

Do not let ignorance  
lead us down the wrong path  
nor partiality influence our actions.

Let us find in You our unity  
so that we may journey together  
to eternal life

and not stray from the way of truth  
and what is right.

All this we ask of You,  
who are at work in every place and time,  
in the communion of the Father and the Son,  
forever and ever.

Amen.

# Introductions

## **ANDREW MOE**

Director of Faith  
Formation &  
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"Synod" = Greek συν + ὁδός,  
"together on the path"



"Synod"

A synod, σύνοδος, is  
an assembly  
convened by the  
authority of the  
Church





"Synodality," the  
Synod of  
Bishops, and  
the Synod on  
Synodality

- **The Synod of Bishops**

- Foster unity with the Roman Pontiff
- Assist the Roman Pontiff for the preservation and growth of faith and morals, the observance of church discipline, considering questions re: activity of Church in the world.



"Synodality," the  
Synod of  
Bishops, and  
the Synod on  
Synodality

- **"...[T]he concept of synodality refers to the involvement and participation of the whole People of God in the life and mission of the Church."**  
**("Synodality in the Life and Mission of the Church," 7)**

# The Baptismal Mission of the Faithful

- Holiness of life...growth and sanctification of the Church...make the divine message of salvation known by all people...imbue the temporal order with the spirit of the Gospel and thus give witness to Christ.
- Baptism entails "the participation of all the faithful in the Church's progress."





# The Main Question

- "Progress" suggests going somewhere. The fundamental question we're examining in this process is this:
  - **A synodal Church, in announcing the Gospel, "journeys together." How is this "journeying together" happening today in your local Church? What steps does the Spirit invite us to take in order to grow in our "journeying together"?**

## Coordinator Role

In consultation with your pastor or parish life director, and with the assistance of the parish:

- **Plan**
- **Facilitate**
- **Report**

# Template for Synodal Consultations

- **1.5 - 2 hours** (sample running times)
  - **Gathering Prayer and Faith Sharing** (3 min)
  - **Short remarks by Pastoral Leader** (5 min)
  - **Explanation of the Purposes, Roles, and Process** (5 min)
  - **Focus the Consultation with Questions** (2 min)
  - **Table Discussions** (60-80 min)
  - **Large Group Feedback** (20 min)
  - **Brief Evaluation** (can be conducted after)
  - **Sending Forth Prayer** (3 min)



# Consultation Template

## ■ Gathering Prayer

### 1. *Gathering Prayer and Faith Sharing*

- Opening Song: All Are Welcome (or other appropriate hymn)
- Word of God: Acts 2: 1-11, 14-19 (or other Scripture passage from the [Synod Handbook](#) or [Preparatory Document](#))
- Quiet reflection time: Experiences of the presence of Holy Spirit
- Prayer to the Holy Spirit.

## ■ Brief Remarks

- Why have we been called here? What are we doing? What may we hope to gain from it? Why is our participation important and valuable?

# Consultation Template

## ■ Ground Rules

### Examples of Ground Rules for Synodal Consultations

1. This consultation is a safe place to talk — we will treat each other and what anyone says with reverence and respect.
2. One person speaks at a time.
3. We all will listen with an open mind.
4. We will be stopping the conversation at certain intervals to reflect and pray.
5. Our primary mode is dialogue: When we speak our purpose is to advance the conversation. Please avoid arguing or comments that seek to advance a personal agenda.
6. We limit how long we speak so that everyone has time to share.
7. We only speak once until everyone has had an opportunity to share.
8. We will be reporting the themes and experiences to the (arch)diocese and bishop's conference as they emerge from the consultation discussions without indicating the names of individual participants.
9. As participants, when we tell others of our experience of the consultation, we will not attribute anything we share to particular people or groups.



# Consultation Template

## ■ Explanation of Purpose, Roles, and Process

### 3. *Explanation of the Purpose, Roles, and Process*

#### *Explanation of the purpose*

- This synodal journey is a special time of prayer, listening, dialogue, and recommendations.”
- This is your opportunity to respond to the request from Pope Francis to dream about the Church we are called to be.
- By gathering as a people of faith, we hope to weave new and deeper relationships, to learn from one another, to build bridges, to enlighten minds, to warm hearts, and to restore strength for our common mission.
- By the end of our time together we aim to capture your answers to the basic question: What is the Holy Spirit saying to our Church today?

#### *Explanation of the roles*

- Main Facilitator – for large group
- Table Facilitator – for table groups
- Main Scribe — reporting on the large group discussion
- Table Scribe – reporting on table discussion
- Feedback – commentary/questions from within the large group.

#### *Explanation of the process*

- Main facilitator explains the questions
- Gather in small groups with the table facilitator and table scribe
- Meaningful exchanges between participants about the questions
- Regather in the large group to report back from small group discussions
- Gathering of the feedback and summary
- Conclusion and sending forth.

# Consultation Template

- Focus Questions

- A synodal Church, in proclaiming the gospel, 'journeys together.' How is this "journeying together" going in our local Church?
- What is the Holy Spirit saying to the Church today?
- What do we need to do to improve our parish?

- Table Discussions



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# Consultation Template

- **Large Group Feedback**
  - Table scribes present a summary of the table's conversation
  - Time permitting, the main facilitator may allow individuals to voice feedback to large group
  - Main facilitator explains that all feedback will be summarized and reported to diocese
- **Evaluation of Consultation Process**
  - May be done at tables, online, etc.



# Consultation Template

## ■ Sending Forth Prayer

### 8. *Sending Forth Prayer*

#### *Sample:*

**Leader:** Let us take a moment of quiet as we reflect on what we have done here today...

**Reader:** A reading from the Letter of St. James Jas 1:27  
Dearest brothers and sisters: Humbly welcome the word that has been planted in you...[and] Be doers of the word and not hearers only.

**Leader:** Come Holy Spirit, we ask you, that by your inspiration, may all of our prayer and actions always begin from you and inspire others to know you more deeply. We ask this through Christ our Lord.

**All:** Amen

**Leader:** Let us go forth sharing a sign of peace.



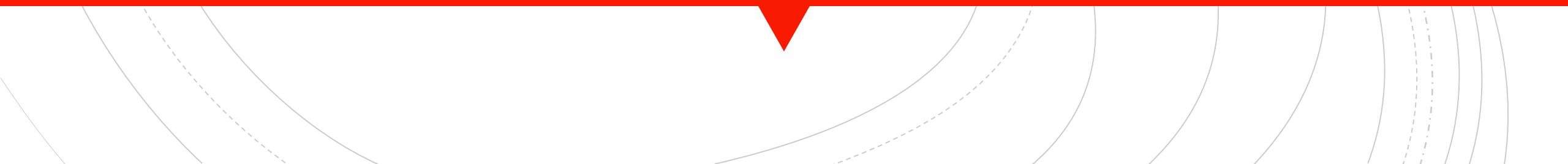


# Reporting

- **Preparing the Report**
  - Set a date for summarizing feedback
  - Table recorders and facilitators gather to look over notes and summarize main points, ensure nothing is left out
  - Summaries then submitted to the person who compiles the report.



Q&A



- Slides and video to be posted at <https://dioceseofgaylord.org/synod-2021-2023-synodal-church-communion-participation-mission>

Thank you!