



Facilitator Guide

Pre-Assembly 2025 | General Assembly 2026

Session Overview

Duration: 90 minutes

Participants: At the discretion of the Pastor, could include: Pastoral Council and staff, parishioners and ministry leaders, key committees/boards, etc.

Goal: To prayerfully reflect on the Paulist mission and discern the Spirit’s call for the next four years and to create a synthesis of listening session feedback from each Local Assembly as well as each Foundation by **September 8th, 2026**.

Sample Session Outline

Time	Task	Notes
5 min	Welcome & Introduction	Ask each person in the group to introduce themselves. Facilitator shares the purpose, roles (facilitator, note taker), & reads the shared norms for dialogue
5 min	Opening Prayer	Feel free to use, adapt, or create your own
15 min	Gospel Reflection	Adapted <i>Lectio Divina</i> with shared reflection
20 min	Small Group Discussion #1	Reflect on Question 1 & 2 and consensus conversation about the group synthesis
10 min	Break	Provide time for refreshments and informal conversation
20 min	Small Group Discussion #2	Reflect on Questions 3 & 4 and consensus conversation about the group synthesis
15 min	Concluding Remarks & Closing Prayer	Thank participants and conclude with closing prayer and/or intercessory prayer

Roles and Materials

Roles

- Facilitator
- Note takers/Scribes (1 per table/5-7 participants)
- Hospitality/greeter team
- Reporter to compile the synthesis statements and submit the Google Form

Materials Needed

- Participant handouts (discussion questions, norms)
- Summary forms for note takers/scribes (paper or link to the online google form to download and type notes)
- Pens
- Name tags
- Refreshments

Additional Considerations

- Ensure that the groups have enough time to discuss and take notes for all four questions
- If a 90min session is too long for your community, consider splitting the listening session questions into two different gatherings
- For larger groups, consider dividing the questions among four or more tables so that participants respond deeply to one particular question
- For multiple table groups, consider offering a summary of each table's responses after each question
- Local communities are encouraged to adapt and translate materials for non-English speaking groups
- Confirm with each scribe and facilitator that instead of simply taking notes and reporting a list of observations, each group will move toward consensus by creating a consensus statement for each question

Virtual Listening Session Recommendations

It is recommended that the listening session take place in person. If the listening session is offered remotely, consider the following:

- Use a service or account that can support the appropriate number of participants and length of time required for each session
- Assign at least one individual to serve as "tech coordinator" to attend to technological needs and information gathering processes is recommended
- Do not record in order to encourage open sharing among participants
- In gatherings of more than eight participants, it will be necessary to employ breakout rooms to provide sufficient time for each person to participate

** adapted from the Archdiocese of Los Angeles*