



How to Lead a Holy and Effective Meeting:

Introducing and Integrating Group Spiritual Practices into the Work of your Committees

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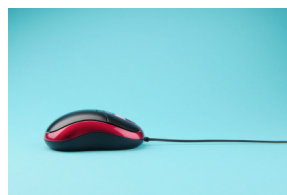
 **EPISCOPAL CHURCH FOUNDATION**
empowering congregations


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Welcome to Leading a Holy and Effective Meeting!

A Few Notes:

- All participants are currently muted to cut out background noise and audio interference.
- To start your web cameras, press “Start my Web Cam”, “Allow”, and “Start Sharing”.
- If you have questions, please type them into the chat box on the right-hand side of the screen.
- PDF’s of the slides and resource list are downloadable by highlighting the desired file and clicking “Save to Desktop.”
- This webinar is being recorded and will be made public.



Use the chat box to tell us where you are from and what you hope to learn from tonight’s webinar!




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What is the Episcopal Church Foundation (ECF)?

Overview:

- Independent and lay-led foundation
- ECF's mission is to strengthen the **leadership** and **financial** capabilities of Episcopal congregations, dioceses, and other institutions
- ECF carries out this mission through a wide array of programs including...



Leadership Resources

- ECF Vital Practices (www.ecfvp.org)
- Fellowship Partners Program
- Educational Events

Financial Resources

- Capital Campaigns
- Planned Giving
- Endowment Management
- Educational Events



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LDI's Mission

We are developing spiritual leaders for
God's dream of a just and reconciled
creation.



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LDI's Approach to Leadership

***“Leadership is...
accepting **responsibility**
for **enabling others to**
achieve purpose
in the face of **uncertainty**.”***
—Marshall Ganz

- Leadership is not bestowed but claimed
- Leadership is not about the leader but about enabling his/her people
- Leadership is what helps us cope with uncertainty



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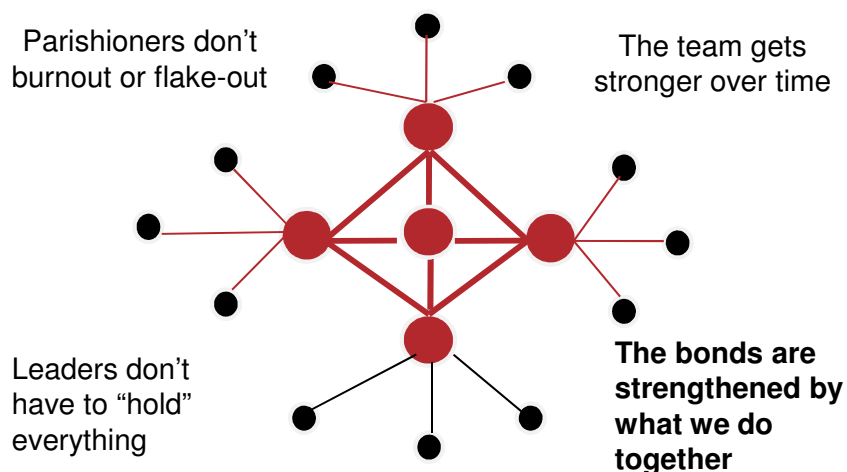
Uncertainty and Faith, Leadership and Power

- ✧ It is in moments of uncertainty where faith AND leadership is especially needed
- ✧ Our power comes from our reliance on God and each other
- ✧ Communal faith activates trust, fellowship and power



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Our Goal: To develop the “Snowflake” Model for Interdependent Leadership



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Why am I here? Why are you here?

Vestry Retreat:
Ella's charge was to help team develop a set of spiritual practices to ground the implementation of the five year strategic plan.....

What I learned.....



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The Church Meeting is Distinctive

Any church meeting is ALWAYS
an opportunity for:

- Fellowship
- Evangelism
- Group Worship
- Authentic Community



*If your teams feels like it could
be a meeting at any business or
nonprofit, you have missed an
opportunity.*



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The Goal of the Meeting is ALWAYS the Greater Glory of God

How would we structure these meetings if
we took this seriously?

How would this inform how we structure our
meeting time?

Webinar's Goal:

To show how this can be accomplished in
the structure of our meetings



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Our Topics for Discussion

1. The Importance of a Strong Beginning
2. Intentional Creation of Safe Space through:
 - Explicit Behavioral Norms and Guidelines
 - Explicit Process for Making Decisions
3. Adopting a Common Group Spiritual Practice
4. Role of the Team Chaplain
5. Strategic Use of Silence
6. Reflective Practice of Evaluation and Coaching
7. Ritual Celebration



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Importance of a Strong Launch:

The first meeting is all about creating a generative space for the work

- Establish time upfront for prayer and sharing (up to 20 min per meeting)
- Ask everyone: Why are you here? What do you imagine is God's dream for this work?
- Develop a common shared purpose and vision that is reviewed regularly
- Develop team explicit norms and ways of acknowledging when they are violated
- Create a schedule for future meetings
- Appoint coordinator, note-taker and other key roles such as coordinator, scribe and team chaplain



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Adopting Group Spiritual Practice

- Rotating Leadership
- Same, simple and replicable format
- Never scheduled “out” of an agenda



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Role of the Team Chaplain

- Rotating leadership
- Opportunity for Lay Leadership Development
- Role is about making sure that generative space is preserved
- Calling a time out—using silence strategically
- Keeper of norms



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Reflection, Evaluation, Celebration

- What went well? What can we do better next time?
- Next Steps
- Celebrate Project Milestones
- Shout Outs!



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Sample Agenda for a Team Launch (2 hours)

- Opening Prayer and Spiritual Practice (20 min)
- Check in: Why are you here? What do you imagine is God's dream for this work? (2-3 min per person) (up to 30 min)
- Developing a Shared Purpose for the Team (10 min)
hint: brainstorm ideas and ask one person to develop statement for review at next mtg
- Develop Explicit Team Norms: How will we agree to work together? What will we always do? What will we never do? **How will we make decisions?** What will we do if we go against these agreements? (15 min)



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Sample Agenda for a Team Launch (2 hours)

- Appoint roles (rotating?): time-keeper, note-taker, chaplain, coordinator, food or hospitality (10 min)
- Calendaring and Next Steps (15 min)
- Evaluation of meeting: What did we do well? What can we improve to make sure we do our best work? What kind of spiritual practice will work for us? (10 min)
- Short Period of Silence and Closing Prayer (10 min)



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Sample Agenda Regular Meetings (1.75 hours)

- Opening Prayer and Spiritual Practice (15 min)
- Check in: Meeting facilitator develops a question that everyone answers (1-2 min pp) (10 min)
- Review of Shared Purpose, Norms and Roles (5 min)
- **Meeting Specifics (50 min)**
- Next Steps (5 min)
- Evaluation of meeting: What did we do well? What can we improve to make sure we do our best work? (5 min)
- Short Period of Silence and Closing Prayer (5 min)



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Example: LDI's Practice (~20 min)

- Simple Chant or Song
- Short reading of scripture or other inspirational material (3-4 sentences)
- Listen for a word that “shimmers” and speak that word into the silence
- Listen again to the reading again and let it lead into a period of silence (10 min)
- Share what emerged with a partner (2 min per person, partner just listens, no fixing, no responding)
- Share insights with the wider group (2 min per person)
- Brief Closing Prayer



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Comments and questions?



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Contact LDI or ECF



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