



Recording and Submitting the Listening Data

A Guide for Synod Members

Introduction

At local gatherings to reflect and respond to the Synod Questions it is the Members' responsibility to faithfully record and report the listening to the Synod Office. This simple guide will help you with this task.



You will need

- Post-it notes [Four different colours]
- Listening Pieces (Stones) [One for each small group]
- Pens

Ahead of the meeting assign one of the colours of post-it notes to each question (e.g. Q1 will be yellow, Q2 will be pink etc).

Step 1: Listen

Participants gather in groups of four to respond to the Synod Questions. Using the *Talking Piece* each person shares, in turn, from his or her experience in response to Synod Question 1.

Step 2: Record

Once everybody in the group has had the opportunity to share, hold a moment of silence. After this, invite participants to record on a post-it note the one thing they have heard that they think is important. Specify which colour they are to use for Q1.

Step 3: Repeat

The process is the repeated for Question 2, Question 3, and Question 4. Each time the recording will be done on the specific coloured post-it note for that question.

Step 4: Collect

At the end of the meeting ensure you collect all post-it notes from each small group.

Step 5: Collate

After the session you are asked to record what is written on the post-it notes in the *Listening Record Form* (available from the Synod Website) and submit it to the Synod Office.