

CATHOLIC BIBLE INSTITUTE – THIRD YEAR 2015-2016

Team Project: Facilitation of Small Scripture Sharing Groups

GOAL: Learning How to Facilitate Small Scripture Sharing Groups

In the Fall you will plan, and in the Winter/Spring you will actually facilitate a small Scripture Sharing group, according to the following guidelines:

- **Who?** Teams of two students in the Catholic Bible Institute will work together as facilitators.
- **With Whom?** Recruit participants for your Scripture Sharing group from your parish, school, friends, neighbors, coworkers, etc. Try to get about 8-12 people together, not too many more or less.
- **Where?** You can meet in your own parish, school, workplace, or some other public location; make sure you get permission from your pastor, employer, or property owner, as necessary.
- **When?** You can schedule your group almost any time, mornings, afternoons, or evenings; weekdays or weekends; in the Winter or Spring (you must *finish before May 7, 2016*).
- **How Long?** Plan for your Scripture Sharing group to have at least *six sessions of 90 minutes each* (or nine sessions of 60 minutes each).
- **What?** Choose what biblical readings, book(s), or topic your group will focus on, in one of these ways:
 - **Topically-based:** Pick a biblical or religious topic, which will determine what texts you study; e.g., you could focus on the parables of Jesus, or how the Apostles are portrayed in the NT, etc.
 - **Bible-based:** Choose any book of the Bible you wish (or a small set of closely related books, such as 1 & 2 Kings, or Ezra & Nehemiah, or Luke & Acts, or the three Johannine Epistles, etc.)
 - **Lectionary-related:** Pick a biblical book that is used at Mass during the current liturgical season; e.g. study 1 John after Christmas, the Gospel of John during Lent, Acts during the Easter season, etc.
 - **Lectionary-based:** Each week, focus on the three Lectionary readings for the following Sunday.
- **How?** Select some Scripture resources for your group, e.g., a small commentary or study guide; use the *Lectio Divina* approach or another good method for adult Scripture Sharing groups; make sure to integrate prayer, reading, reflection, study, quiet, and sharing into each session.

FALL SEMESTER: Planning Your Scripture Sharing Group for the Winter or Spring

September 2015 – Begin to Form Project Teams

- *Choose one teammate* with whom you will co-facilitate your small Scripture Sharing group during the Winter/Spring (if someone is not a current CBI student, ask for approval from the CBI Coordinators).
- *Start planning* where (parish? school? other?) and when (Jan-Feb? Lent? Easter?) you want to conduct your Scripture Sharing group.
- **By October 3, 2015: Submit one page** listing the names of the two team members, the location where and the dates when you tentatively plan to conduct your project.

October 2015 – Begin Developing Your Overall Project Plans

- *Begin planning* the overall logistics, the biblical content, and the resources you need for your project.
- *Contact the parish (school, etc.)* to secure permissions, reserve facilities, and get on their calendar.
- **By November 7, 2015: Submit a two-page report detailing all of the following:**
 - *Identify the facilitators:* give your full names, phone numbers, and emails.
 - *List the basic logistics:* project location? dates/times? types of participants? publicity planned?
 - *Propose the content:* what biblical readings, book(s), or topic will your project focus on?
 - *Mention your resources:* which Scripture Sharing guides, commentaries, videos, tapes, handouts, or other resources will you as a facilitator use? what resources will all participants in your group use?
- You will receive feedback on your proposal from the CBI Coordinators by email.

November 2015 – Continue Developing Your Project Plans in More Detail

- *Adapt and complete your plans*, incorporating any feedback received from the CBI Coordinators.
- *Begin planning detailed schedules* and all necessary materials for each of your six (or 9) sessions (drafts for opening/closing prayers, music, handouts, refreshments, responsibilities, etc.)
- **By December 5, 2015: Submit your complete plans for approval, including all of the following:**
 - *Overall project calendar* (1 page): list the dates for **all** sessions, and what biblical content you will cover in **each** session.
 - *First session details* (2 or more pages): explain in detail how the session will be conducted: list the schedule, who will do what, what you plan for hospitality, environment, sacred space, prayers, etc.; provide drafts for the opening/closing prayers and any other handouts you plan to use.
- You will again receive feedback on your proposal from the CBI Coordinators by email.

December 2015 – Finalize All Plans for Your Team’s Project

- *Complete your plans*, incorporating any feedback received from the CBI Coordinators.
- *Arrange for an Evaluation Visit* of one of your sessions by one of the CBI Leadership Team members.
- *Arrange to visit and observe* a session of another Scripture Sharing group led by other CBI students.

WINTER/SPRING: Facilitating your Scripture Sharing Group

1. Implement your project, facilitating a small Scripture Sharing group according to the plans made by you and your co-facilitator and approved by the CBI Coordinators.
2. Make sure at least one CBI Leadership Team member *visits* one session of your Scripture Sharing group.
3. Visit at least one *other* Scripture Sharing group facilitated by other CBI participants, and write a brief evaluation of this other group (*evaluation forms will be provided*).
4. Write a more detailed summary/evaluation report (ca. 2-3 pages) for *your own team’s project*: Did your Scripture Sharing group go as planned, or what was changed? What were the best aspects? What could you have done better? What are the most important things you learned from this process?

May 7, 2016 – Wrap-Up / Evaluation Session (8:30 a.m. to 4:00 p.m.)

- *Each individual* submits one written evaluation form for the other group you visited.
- *Each individual* submits a 2-3 page summary report evaluating your own team’s project.
- *Each team* gives an oral presentation summarizing your experience facilitating your small group:
A) What went well? B) What could have been better? C) What did you learn from the experience?

June 4, 2016 – Graduation Day: Ceremony and Reception (probably 10:00 a.m. to 12:00 noon)

CERTIFICATION:

Participants who wish to be certified by the Loyola Institute for Spirituality and the Institute for Pastoral Ministry of the Diocese of Orange must satisfy the following requirements:

- On-time attendance at all five Saturday sessions (four in Fall 2015, the fifth in May 2016). No more than *one* absence can be excused, and *only* for an emergency or *very* serious reason.
- On-time submission of all project-related written assignments, as described on this handout.
- Evidence of incorporating the CBI Coordinators’ feedback in revising your project plans.
- Successful completion with your teammate of the project planned and implemented by your team.
- Evidence of having learned and applied the course material: not just knowledge of the structure and content of the Old and New Testaments, but also the availability of academic and pastoral scripture-sharing resources, the principles of “Catholic Biblical Interpretation,” the *Lectio Divina* process, project planning skills, group facilitation skills, conflict resolution skills, and related topics.