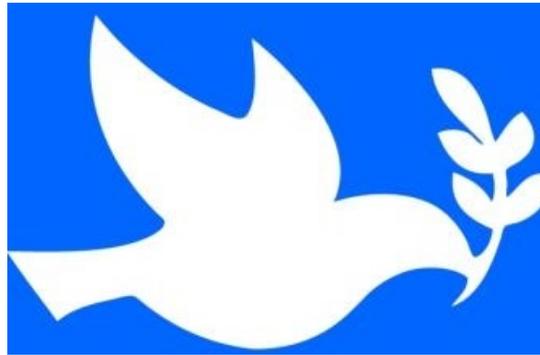


Loquate's Smart® Group Program



Facilitator Guide

R019-cg-7 hours

Continually seek to take advantage of all the information and links in the Member Guide.

To run a Smart® group meeting, put up on your screen to “share all” including the Member Guide, and the Twelve Steps. **Literally follow the Member Guide.**

R012-Member Guide

<https://www.loquate.tv/wp-content/uploads/2020/02/R012-bx-Member-Guide.pdf>

R015-The Twelve Steps of Loquate

<https://www.loquate.tv/wp-content/uploads/2017/12/The-Twelve-Steps-of-Loquate.pdf>

Begin each meeting on time. End each meeting on time.

Or alternatively to the 12 steps, an email with passage from Domain Theory as sent by mentor.

Smart® Group Facilitator Qualifications

Self qualify yourself for this position by asking 3 questions: 1) Do you see this job of facilitator as truly in the best interests of others, 2) Can you get your job done, 3) Is your job an area of meaningful expansion for yourself? The last question is subjective. One person may be interested in doing something that another person is not, and vice versa.

If you get a “No” to any of the questions, tell us and save yourself for some other job. By getting a “Yes” to all 3 questions or a “neutral” without a “No,” odds are high that the position will lead to personal happiness for you and a sense of community for our Smart® group. Loquate prefers individual happiness even over success of the project.

Facilitator Guide

Loquate is here to serve you. Contact jeff@loquate.tv. 773-621-0863. See Welcome to Loquate and other free Resources at Loquate.tv.

Learn best practices to create space for participants to share values associated with a sense of community. Learn to use primary values that bring about sense of community thru meeting feedback that allows participants to change themselves. The Smart® group is about changing yourself and not anyone else. The Smart® group is functional when innate needs are satisfied...and the Facilitator Guide helps you to do this.

Help each other accomplish “That which they value the most for the common good.” Only God centered work can satisfy completely. We use the terms “That which you value the most for the common good.” And “God” interchangeably throughout our Resources.

A Note from Jeff

773-621-0863 you may call or text me anytime

It took me years and years to realize the importance of solid training for our facilitators. It is their hard work that will change the world, and is so personally rewarding, like eating pistachio nuts. If you have not done so, take the new training. To review the free resources click here and then go to free Resource R019.

Follow your ardor of heart seeing the Spirit in each person. If you do not feel ardor of heart, double down. Work harder at it as

above. Own the Loquate Experience through prayer and surrender. Trust. Nurture the ardor of heart you feel like a Snickers Bar eaten very slowly. Give thanks for your growth in your role as facilitator. Lead mankind across the threshold into the bosom of God. This creates an interdependence based on the Spirit that never gets old.

No one can know the Loquate Experience without being profoundly impacted. If one is not engaged in Loquate through hard work, they can never be engaged anywhere. Doing something hard is very rewarding. There are several satanic domains that seek to lie based on one major premise. God, or God’s work “where work meets faith,” just about does not have it right. If one is a child of God, Satan is thwarted with the following command. “Leave me Satan for I am a child of God. I will do all of the hard work necessary to see God in each person. For if I see God in each, or even one person, in my Smart® group I can never leave for I would be leaving God.”

The Loquate experience above all is experiencing God in every person in my Smart® group. No person does this better than the facilitator. Satan wants to thrust through and sever relationship with the facilitator for some, or all, members of my Smart® group if I am its facilitator. I must have faith. I must pray for grace to do all the hard work, not drop Loquate in favor of some other pursuit. When tempted I must double down and work harder to protect my corner of the castle of God's Domain on earth in Loquate. Then I will experience Loquate, not before.

I will order the book Spiritual Combat by Scupoli for any facilitator at risk and donate the copy to the facilitator. In essence, Scupoli says God always wins any spiritual battle we may be in, provided we guard our part of the castle, our greatest weakness of defense, and I, Jeff, say identify our worst bad habit, and work to surrender to God this bad habit. For unless we overcome our own bad habits, changing ourself and no one else, we cannot come to God. That is where our Smart® groups come into play.

Our conceptual scheme rests on beliefs. Even the good side of us wants to take a shortcut creator God never takes. For example when we are tempted to just leave, or we innately want to give advice, when sharing a relevant resolution story is the most practical way to not dial up the defense mechanism. St. Francis of Assisi used dialogue to go behind enemy lines to convert an Imam. St. Francis was ready to die to have dialogue. Franciscans to this day continue in safekeeping many holy sites in Jerusalem.

We are to do the same. Unless we are willing to die to engage in dialogue, we cannot be true followers of the light.

Sharing relevant resolution stories brings forth light. Trying to convert another with advice is as useless as leaving one good for another. Beliefs are best changed only from within. We must be patient with our brother. We must trust every person's good common sense ability to find the truth, or we risk driving them away by our forced beliefs.

Force is not the answer. Submitting to the will of God is the answer as Mary mother of Jesus has done. Her example is to be my example, and your example and everyone's

example. We might profit from suffering in the image of her son, Jesus.

We must speak the truth always but relevant resolution stories, like parables, are the way to go.

Give up everything for perception. Never trust what you think you know. Trust creator God's natural law. Experience wellbeing through community. Join a Smart® group. Become a Smart® Ambassador of Community.

“Why does one choose one good over another? Loquate is meta group. By definition, whatever is drawing you away is to be done while staying in the meta group. It is designed to overlay every relationship with any other especially those who call themselves a child of God on earth. Loquate can never be set aside because happiness is a direction not an outcome. Only the Spirit is powerful enough to keep a person on the path. Prayer is needed. I beseech you Holy Spirit in my most humble prayer henceforth never to lose any member of Loquate. But if I, as one who requires the Loquate Experience at the core of my spirituality, am embarrassed because I have not done my part to perfect the materials, or to leave behind ways that hurt and harm others, for loving ways, I cannot rest. Studying Domain Theory is the lifelong answer.

*“And if another plans to leave, I ask "What did I do wrong? What would you have me do? **How am I trespassing in your rightful domain?"***

“If on the other hand you do not wish to attend without explanation to the group

perhaps it is better if you go your way and we will go our way.

“If you still believe in our work, you may apply your donation to continued membership and retain access to all of our Resources as you may wish to return at any time. Or you may terminate your access and request a refund of your donation.

“Either way, know that I love you and care about you.

“But I would suggest you bring your God concern as facilitator to the group in Agenda I as a time sensitive concern at our next meeting. I will be happy to facilitate that portion of the meeting for you.”

Jeff

END OF NOTE

We seek an interdependence based on Spirit-centered community by changing ourselves and no one else. By Spirit we mean a caring presence that exists outside of ourselves. Makes where you work, a best place to work. Makes where you live, a best place to live. Take the first step.

Our Smart® groups...serve as a model for peace!

Loquate’s Mission Founded in 1970 Loquate is a center for peace. Loquate in Latin means “Speak!” Loquate works with members of groups and organizations:

- To develop a member’s personal diversity and sense of shared humanity thru self awareness,
- To develop a sense of community in small groups of self aware members,
- To develop the sense of community within the larger group or organization of which they are a part,
- To develop the larger group or organization into a catalyst for the sense of community in its surrounding environment,
- To spread the sense of community throughout our fragile world using small functional, incubator groups to serve as models for peace.

Instructions For Facilitator.

1. Please read Facilitation Light to understand how you give power back to the group. You can run a Smart® group just by reading 1 page Facilitation Light and sequentially, literally following and reading aloud the Member Guide.
2. Yet you can be of even greater service by learning some of the life skills shown below. These life skills will serve you well in any human resource leadership and development situation. Life skills benefit everyone with whom you collaborate.
3. Every Smart® group receives its own unique name based on an outreach to help others, usually suggested by the

first Facilitator of the Smart® group. For example “Precious Blood” or “Blessing the Homeless.” If you are the Smart® group’s first Facilitator, what would you like to name your group? Otherwise, the name carries on as Facilitators rotate. If the original Facilitator leaves the group, the next Facilitator determines the outreach and affirms the name or renames the group.

4. Please read “Welcome to Loquate” Resource R010 <https://www.loquate.tv/wp-content/uploads/2020/02/R010-Welcome-to-Loquate-ai.pdf>

5. Please read Loquate.tv Resource R041: <https://www.loquate.tv/wp-content/uploads/2019/09/R041-ac-Innate-Needs-and-Primary-Values-that-Satisfy-Innate-Needs.pdf>

6. Please listen to this Video Satisfy Self With a God Story as many times as you desire until you are familiar with the 3s protocol.

7. Please listen to this Podcast Facilitator Training as many times as you desire until you are familiar with the role of Facilitator.

Resource R019 <https://www.loquate.tv/wp-content/uploads/2019/12/R019-aa-Facilitator-Training-Podcast.mp3>

8. You will test yourself. The test may be found at the end of the Facilitator Guide. If you miss a test question go back to the Facilitator Guide for the answer. The answer is usually found

chronologically in the Facilitator Guide. Or listen to the Facilitator Podcast again for the answer. When you pass the test, issue yourself a certificate of completion.

9. Each group provides its own zoom meeting link; so they alone stay in control. Ask your group if any member can share their zoom link for use by group.

Own the Loquate Experience

Once you own the experience, feedback scores demonstrate Smart® group members get happier. Happiness is a direction, not a destination

The far goal is a culture of happiness or joy for the member and sense of community for every group of which the member is a part.

Freedom to live your deepest beliefs in harmony with all occurs experientially over time, like a trade school, by following the Smart® protocol.

To own the experience, follow this Smart® Protocol

1. If any member cannot make any meeting, please **REPLY** to **ALL** stating the reason as soon as known after reading **Discernment**.
2. Upon receipt of an email meeting reminder notice, next scheduled focus person is to call the facilitator immediately, not the other way around. Preparation is key to success.
3. If ever the focus person cannot attend, the focus person is to get their own replacement and notify all by

email. Out of respect for the facilitator, please give ample notice.

4. Be prepared to share your Miracle, First Hand. The caring presence outside of ourselves can be invited to reside within ourselves. Prayer is needed to build faith. By the power of the Spirit in Miracles First Hand, everyone may grow in faith. That is why we share Miracles, First Hand.

5. Do not try to convert another. Focus only on changing yourself. Own the experience. Learn and follow the [3s Process Training Video](#) and [Interfaith Dialogue Short Form](#).

10. Stick to the Smart® Protocol. Enforce it. Teach it as you would little children. Be disciplined. Start on time. End on time. Make the meeting concentrated like gravy. Then move the meeting right along. You make the gravy. They see and get the taste. Help each other accomplish “That which they value the most for the common good.” Only God centered work can satisfy completely. We use the terms “That which you value the most for the common good.” And “God” interchangeably throughout our Resources.

Facilitator assigns a Smart® group member as the scribe. The Scribe usually becomes the next Facilitator. Rotate position annually so every person is Scribe, then Facilitator.

Instructions For Scribe.

(Facilitator must know these too.)

(Scribe - estimated extra time required- initial set up 2 hours: Email Template for Smart® group notice – 1 hour; other: 1 hour; thereafter 15 minutes per month 9 times per year)

1. Scribe, please listen to first 5 minutes of this [Podcast](#) to be familiar with the role of Scribe.

Resource [R019](#) <https://www.loquate.tv/wp-content/uploads/2019/12/R019-aa-Facilitator-Training-Podcast.mp3>

2. Once per calendar year or as needed scribe assigns a focus person for all meetings using an [email template](#). HINT: For assistance call Jeff at 773-621-0863. IMPORTANT: Copy from the template directly into the email, and never send the template as an attachment. People don't like to read attachments which may contain viruses. Zoom link works better directly in the email, pasting from the template into the email is safer and more likely to be read.

3. Download the [email template](#), follow the instructions to complete it. The email template is notice of meetings. Even a partial completion is fine until you know all your members. Send email notice 2 weeks before, 1 week before and day before, meeting.

4. Hint: enter recurring notice dates on your calendar/contact software for all meetings going forward. Enter the file location where you have stored the Email Template.

Hint: The commitment to participate is to all group members, not just to you alone as scribe nor even alone to the facilitator. The Smart® group is a flat group. This means each member's sovereignty is respected. Hence, scribe reinforces any nonattendance email must be sent to all members of the group.

Hint: If a person permanently leaves and gives their reason to all members as requested, the Scribe alone may send a custom email reply patterned after: "Those wishing to stop after a first phase are welcome to do so without prejudice and with nothing but admiration for having tried something new. Those wishing to continue on will do so with the added comfort that comes from a group that is in it for the long haul and knows each other quite well."

5. Scribe prints a supply of 5 meeting Feedback sheets. Facilitator supervises Scribe to insure Feedback including meeting scores and hours in attendance are done correctly. See latest Member Guide for details.
6. When Agenda 2 (see below) is used, Scribe downloads the Declaration form, for use by the focus person like a personal Bible. Scribe completes, records, creates and emails the completed Declaration Form to the focus person making the Declaration.

Hint: the facilitator will ask each group member present to list

attributes and Bible scripture and verse (or internet citation urls). The Scribe will assemble these in the declaration form. The Scribe will send a copy to the facilitator and focus person.

7. Highlight the first attribute shown and type in the Focus person's attribute. Repeat as above until all attributes are typed in. Delete all following attributes (and the optional section). Save file.
8. Take a minute to read ecumenical Christian Bible, if you have not yet done so.
9. Look-up first attribute. Copy the verse and paste beneath the attribute. Repeat as above for all attributes. (hint: delete internet search if not used)
10. Copy the actual verses (or sayings) and paste them beneath the attribute in the focus person file, for example Declaration-Mary-2022-0112-aa.
11. Delete all unused verses.
12. Save the file.
13. Attach the file in an email to focus person and to the facilitator for use like a personal Bible/internet search.

End of Scribe Duties

After getting their ok, facilitator sends this email to the scribe:

Subject: Instructions for Scribe/Assistant Facilitator

Hi Scribe/Assistant Facilitator,

1. Click Facilitator Guide, for your use. See Instructions for Scribe, which is your part to do.
2. In general the scribe backs up the facilitator and makes things run smoothly. We will work as a team.
3. If you ever need me to fill in for you, let me know, and I will do the same for you.

4. If the Facilitator cannot make a meeting, the Scribe takes the Facilitator’s place. If you fill in for me, follow the Odd Rule found in Facilitation Light and literally follow the Member Guide. Ask your Facilitator to give to you instructions ahead of the meeting.
Resource R011 Facilitation Light
Resource R012 Member Guide

Thank you for taking on this work.

Facilitator Highlights

We are not a group of members with shared beliefs. We are a group of members with shared experience.

11. Shared Experience, Not Advice

All members are more open to shared experience, than to advice. Advice can never measure up to a relevant resolution story of practical experience. The dignity of man is that each person has sufficient knowledge to come to that which each person values the most. Hearing best practices never goes against the dignity of the focus person to decide what may be applicable and what not.

12. On Relevant Resolution Stories

Research shows that when a speaker shares a story very important to the speaker, if another puts down their story it hurts the speaker. But when others are neutral, no harm occurs. And when another lifts up their story, it enhances the story teller’s experience. **Take Away:** It is ok for any focus person to not use any story. The focus

person may be at a different level with respect to any God concern shared. Each story may resonate more or less depending on the focus person level. But all stories are remembered, and their value over time may increase as the Holy Spirit reveals more to the focus person, especially in prayer.

13. You want multiple sets of language for different beliefs.

In our Smart® group a person who does not believe in God is as welcome as one who does believe in God. The bridge language is helping another accomplish “That which they value the most for the common good.”

To an atheist, speak the bridge. To a believer speak God.

A narrowing term may be substituted in the feedback section related to “the larger group of which we are a part.” For example, if the entire group is Christian, clarify feedback on “I feel good about being a member if the larger group of which we are a part” to "Christianity." Otherwise leave it broad, for example “our community.” If a corporation offers a financial incentive to

workers, the larger organization of which we (the workers) are a part is the corporation.

Know your members. Take a stab: Sounds like you believe in a caring presence outside of yourself. Or, sounds like you believe in God.

Your fallback is always “That which you value the most for the common good.” But leave all doors open.

Scientific momentum activates righteous transformation. Just communicate fairly, which means your words sound comforting in the eyes of the one before you. Such professionalism is bridge building.

You can relate to all people in any of three levels of faith.

14. Exhibit A

With an atheist or an agnostic, read this aloud.

The term God may be used interchangeably with “That which you value the most for the common good,” or a “Caring presence outside of yourself.” Declaration does not get into differences of belief. Rather experience is shared

Take a look at the Faith Flow Chart below. Where are you?

Use this whenever you are doing a focus person prep. It works for every agenda and gives you an insight into the focus person.

as stories. Personal example is of paramount importance.

There are 3 levels of faith. They are:

Level 1 - faith in our self,

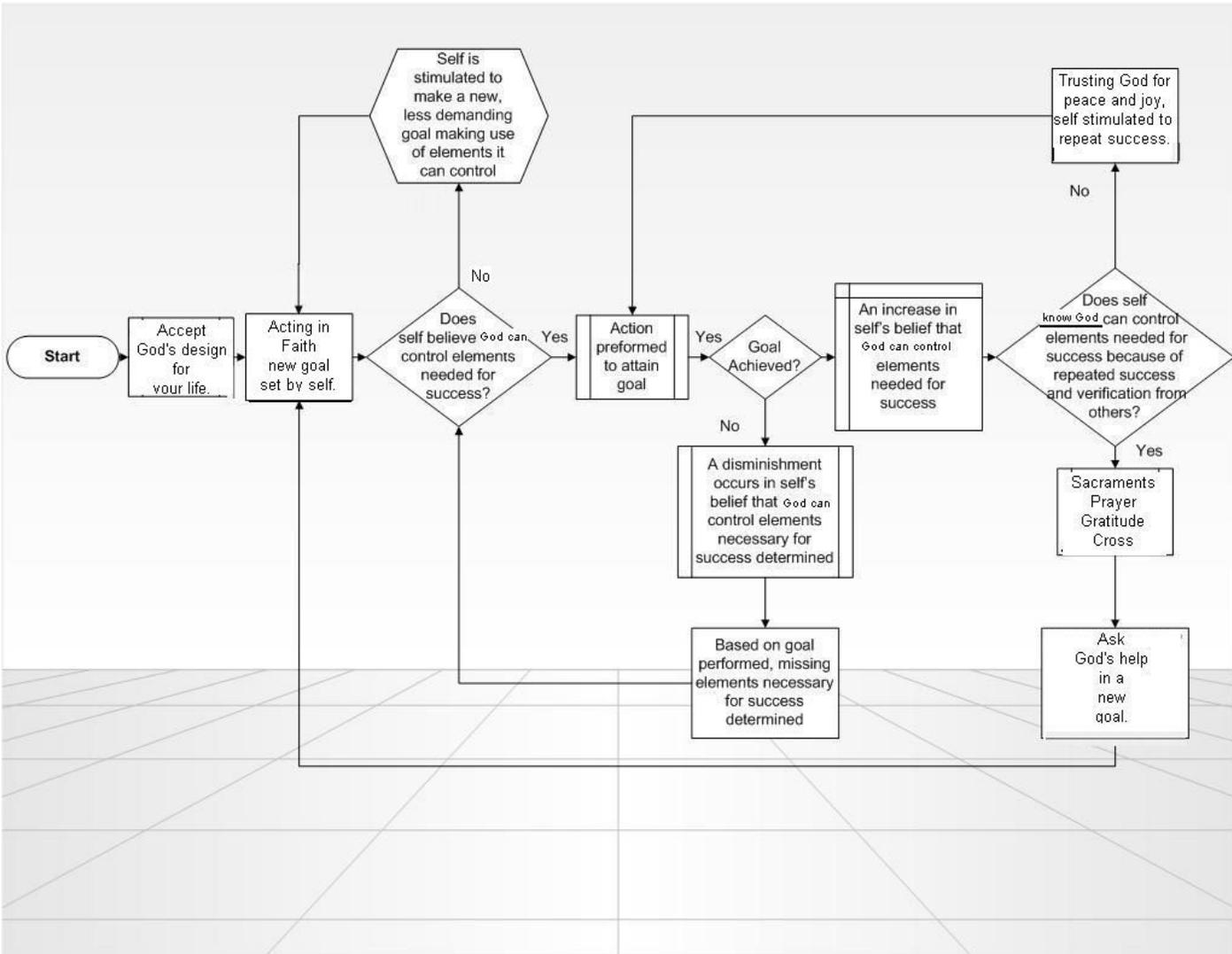
Level 2 - faith in our fellow man,

Level 3 - faith in God, alternatively described as “That which we value the most for the common good,”

These three levels of faith. The first two levels may be more relevant to an atheist or an agnostic. They begin with personal beliefs. Wherever you are on these levels is fine.

As facilitator, you relate in the particular to the level of faith in the member before you. Speak their language. Get the group to learn to speak their language too. Everyone benefits. You need permission from no one to do good for everyone.

Rely on the Loquate Resource page at Loquate.tv. Nothing will inspire you more than that which is most relatable to you. These levels may change over time. We must be open to the Spirit to hear the Spirit.



The Facilitator's Main Job

15. In fact, the Facilitator's main job is to interview the focus person so you are both well prepared. The key to understanding the preparation interview is this. Risk is reduced or eliminated by following the Member Guide.

The focus person decides which Agenda to use, but the facilitator makes the choice clear. For example, let's say that a focus person wishes to do more God work but does not have time to do so. Is it primarily a concern, or a discussion, or a declaration? If the concern has already been addressed, and the focus person is ready to make a Declaration asking for more preferred work doing the God work, then the focus person would choose Declaration.

The facilitator describes the first 3 agendas as a way of dealing with a topic brought up by the focus person. The facilitator asks clarifying questions so the focus person selects the most appropriate of the 3 Agendas. For example, if the focus person wishes to do more God work but does not have time to do so, and not having time to do so has not yet been addressed, then the Focus person would choose Concern Agenda 1.

It is best if both the focus person and facilitator are in harmony on which Agenda to use, because if the facilitator does not believe the focus person has chosen the most appropriate Agenda, then the Smart® group may also be confused. But in the end the focus person decides.

A Discussion Agenda 3 is best used when the facilitator and focus person believe an outside environment or culture is the main problem, because Discussion Agenda 3 brings in a wider range of solutions. Otherwise, a Concern Agenda 1 may bring a better outcome for the focus person. Concern Agenda 1 takes culture as a given.

But it is a narrow line between main problems existing outside of oneself, and personal growth that occurs inside our self. Because the only thing we have control of is our self. So all personal growth occurs inside our self.

Declaration Agenda 2 relies on God to be present in each member of the Smart® group who will suggest an attribute, then find scripture. And "Light will shine upon your ways" for the focus person thru the group's gift of a personal bible to the focus person, and the focus person sincere gift of their preferred work back to God. This is a faith step.

In order of frequency of use Concern Agenda 1 is 80% used, a Declaration Agenda 2 is 10% used, a Discussion Agenda 3 is 5% used and Agenda 4 "Sharing one's deepest beliefs" is 5% used.

16. Agenda Preparation. With an atheist or an agnostic, read Exhibit A. With every focus person, list all 4 agendas then ask your focus person which of the 4 they might like to follow?

Agenda 1—share a concern you have about your handling of some God thing at work.

Please enter notes on a blank piece of paper. Follow the Facilitator Guide on your smart phone or print and bring the Facilitator Guide with you.

Preparation is the key to success

A facilitator will meet with each focus person in a 1 hour phone interview before they share their concern. The following Introduction will be read verbatim to the focus person for best results, then questions asked:

Introduction

Man is built to be in community. Work meets faith community is a God centered community. God’s favorite way to talk to us is thru those around us.

The group will not tell you God’s plan for you. That is for you alone to decide. (Parentheses means optional description if necessary. You may substitute God or “That which you value the most for the common good” throughout out materials. With an atheist or an agnostic, it is helpful to ask if they believe in a “caring presence” outside of themselves. This can serve as a bridge.)

And the group may give you options how better to discern God’s plan for you. You will select what options or combinations of options you like best. Then you will evaluate your selection in terms of Natural Law making use of the three primary values to verify a path to your happiness.

The more you are willing to risk, the more the group will be able to help you. God is there wanting to help us but we have to make our self open to God in humility. My role meeting with you is to help put God’s loving arms around us as a group thru prayerful preparation. **No answers today just questions.** I am here to serve you.

Therefore, in a prayerful manner, our job is to figure out the questions you want to get answered 1) to understand your concern only about changing yourself and no one else about your handling of some God thing at work, and 2) to get help from the experience of the group. (Hint: The facilitator asks questions and takes notes to draw out answers as relevant resolution stories from the group.)

Questions

So, when we share a concern about our handling of something, our primary goal is to stay on the path to God.

Can you share your concern only about changing yourself and no one else about your handling of some God thing at work?

For our purposes where work meets faith, we explore the faith side of your concern.

- a. Legitimate faith concern only if you can answer “Yes” to each question I will now ask you.
 1. Is this a concern only about changing yourself and no one else?
 - i. If not, how can we rephrase the concern so we get a “Yes” response to this question?

2. Is this a question about doing the right thing in the eyes of God?
3. Is this a concern you are facing now?
4. Is this a question about faith and morals?

b. Ok. We got your “Yes” response to each question. That is great. I see it the same way too. Your concern about your handling of some God thing at work is a legitimate concern for our Smart® group.

If you were to die right now, what would you regret not having done?

Would you be happy with your self?

Why? Why not?

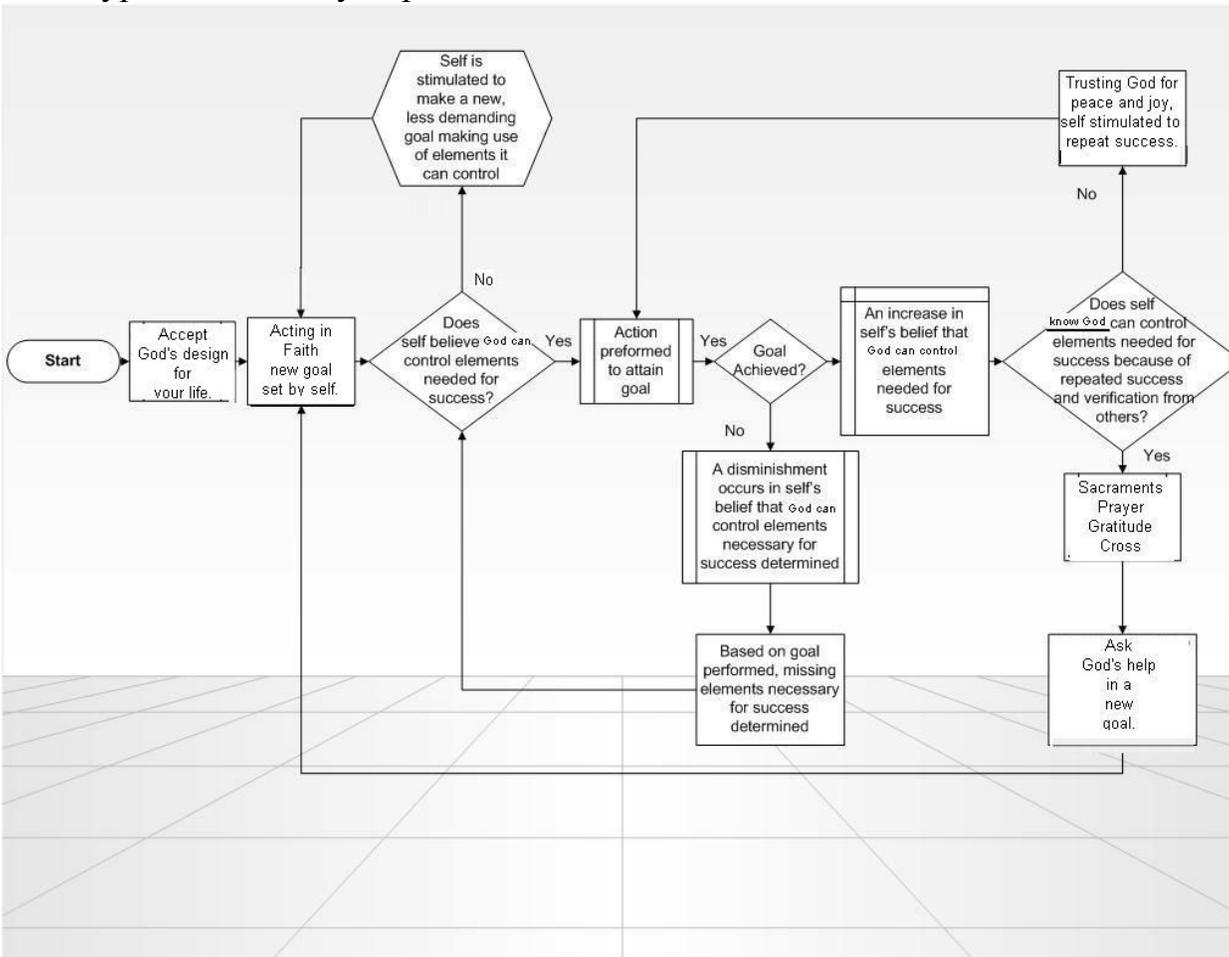
Let’s say you were to accomplish that, why would that be important to you?

Let’s say you were to accomplish (last stated), why would that be important to you? (Repeat as above until you end up with core values.)

W010-a-faciliator level of success teaching model

- What value do you bring?
- What do you enjoy doing?
- How does your prayer to God fit in?
- What are you drawn to?
- What type of work do you prefer?

Ask the focus person to identify, where they are at on the Faith Flow Chart below?



The primary values may be used to identify whether your identity experience with God will lead to your personal happiness, defined as peace and joy in this world and happiness in the next, and to sense of community in all of the groups of which you are a part.

Summary/ Conclusion (also to be read to the focus person)

The focus member will share their concern about their handling of something at work where work meets faith, for example a task given to you or a task you have undertaken. Our goal is for God to be at the center of our work life. The group will respond out of their experience coming closer to God where work meets faith. If the group member has no direct experience on the matter nothing will be offered. We want to have experiential God centered peer to peer learning to occur from experience. Taking on virtue is an important part of the experience. G. K. Chesterton along with many other famous persons was asked what is wrong with the world and he briefly answered "I am."

You learn best practices of others for putting God at the center of their work life especially in facing adversity and achieving a sense of community using primary values. Primary values are values that permit the sense of

community, and bring happiness or joy to you. Ask the focus person to read on their own Resource [R041-Innate Needs](#). Copy and text the hyperlink to the focus person.

Facilitator, Get Scripture (Internet)

In private on your own, now that you know the concern look up related scripture. Depending on the religion of the focus person, using Internet Google search (for example Bible Hub, or [SearchCatholicBible.org](#)) using a key word such as "fortitude." In the search box, type "fortitude", click search button, and up comes a passage related to "fortitude."

Now let's say you want other Bible translations of the same verse, click on the verse. Up comes every available translation. Pick the one that has the most meaning for you.

Copying is easy too if you begin to highlight above the passage hyperlink. Just highlight all passages of the translation of your choice, and paste to your notepad.

End of preparation

Agenda 1 - End

Agenda 2—declare preferred work as a gift in humility back to God.

Please enter notes on a blank piece of paper. Follow the Facilitator Guide on your smart phone or print and bring the Facilitator Guide with you.

The journey of faith may be a natural progression for many. Scientific momentum from Natural Law activates righteous transformation. Making a Declaration is all about faith.

It may be helpful to clarify if you believe in a “caring presence” outside of yourself. This can serve as a bridge, for example in making a Declaration to the “caring presence.” Do you believe in a caring presence outside of yourself?

If a Caring presence outside of yourself (or that which you value the most for the common good) does exist,

1. Would you mind experimenting with a two way communication to find more preferred work and for light to shine upon your ways?
2. If the Caring presence made itself known to you in this manner, would you mind?

By making a Declaration, you declare in faith a portion of the work you do as your gift back to God (in the broadest use of the word). Because it is an act of faith, God will make Himself known to you in a way that you the petitioner will know it is from Him. Here is how you will know. You will decide on a matter and it will be established for you, and light will shine upon your ways.

Making a Declaration is at first strange, but after any person makes a Declaration it becomes a more familiar option. That strangeness is because it is a pure act of faith. Do not let hurtful differences of beliefs enter the discussion. The goal is to build up the Declarer. God will do the rest in due time. Much patience is needed.

Now to do this properly, it must also be done in a proper spirit of repentance for all those times you were not true to your deepest beliefs that you hold today. We are not talking about mistakes here. We are talking about conscious decisions to go against your own integrity.

Declaration is a pure act of faith. Faith requires prayer. You can pray to the caring presence. In fact you can pray to “That which you value the most for the common good,” or the “caring presence outside of yourself” or God at any time on your own. In fact prayer is the most elemental form of worship. All prayer is good.

Ask: Would you accept the wisdom found anywhere including in the bible as well as on the internet? If so can we use both? Otherwise, we will use only one.

Then if the person is for example a pioneer in science, you can look up inspirational sayings on the internet related to “pioneer in science” as well as some passages in scripture reinforcing of the good person, you know the Declarer to be.

Instruction 1

Facilitator- enter notes on a blank piece of paper and bring the notes to the Smart®

group meeting. Work out the exact words of the Declaration with the focus person. Write the declaration words down and bring them to the meeting.

Declaration

Loquate.tv

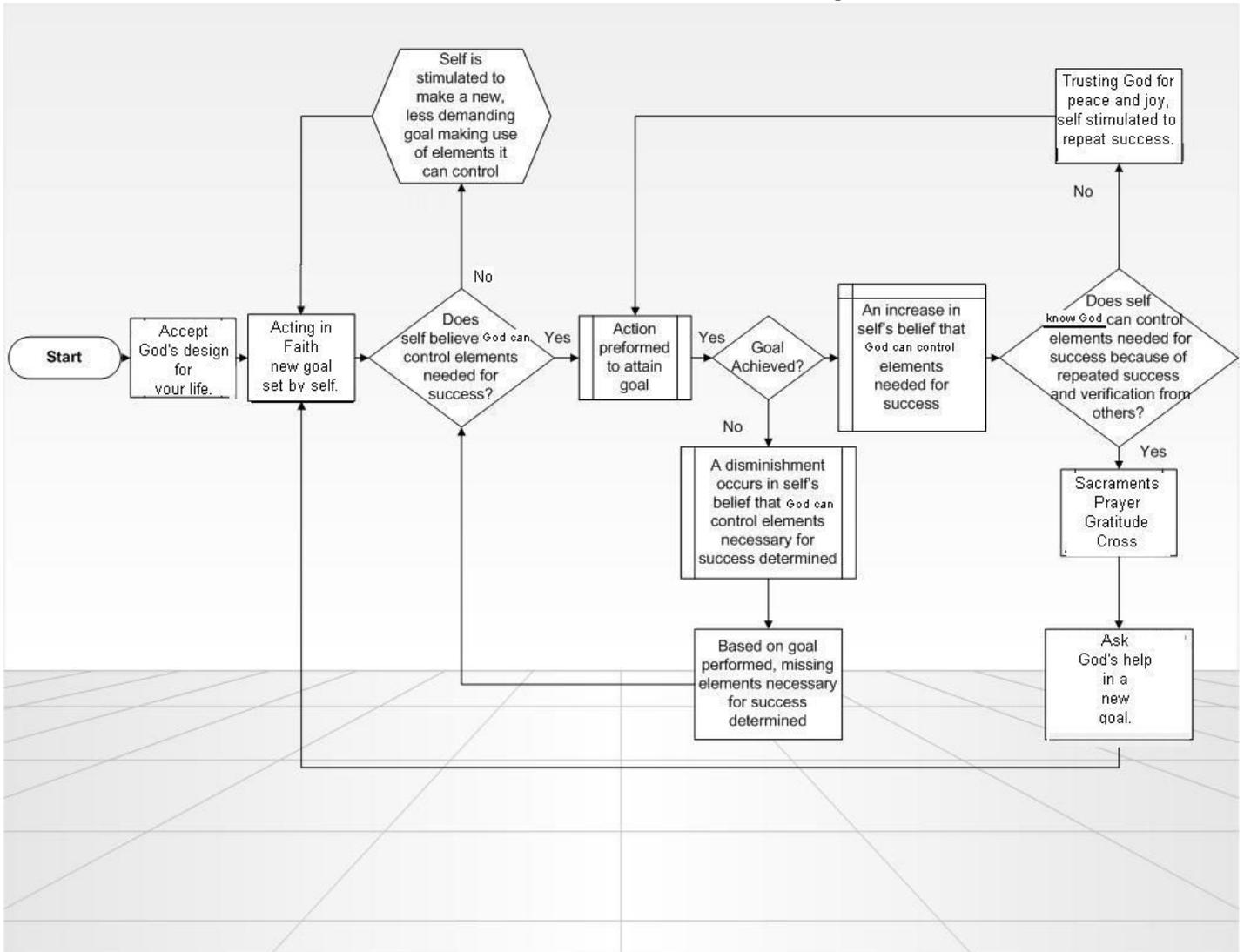
Resource

R089

Loquate.tv Resource R089

Ask the focus person to identify, where they are at on the Faith Flow Chart below?

<https://www.loquate.tv/wp-content/uploads/2022/01/R089-aa-Faith-Flow-Chart.pdf>



Sharing Questions

1. Can you describe a portion of your work that you prefer doing?
2. Does the portion of your work that you prefer doing give meaning to your work life?

3. Is there a way you can do more of this preferred work?

Read the bible section below, explain it, and ask the focus person if he/she agrees to follow this direction. Job 22:21(new Jerusalem Bible) “Agree with God and be at peace; in this way good will come to you.

22 Receive instruction from his mouth, and lay up his words in your heart:

23 If you return to the Almighty, you will be restored, if you remove unrighteousness from your tents,

24 if you treat gold like dust, and gold of Ophir like the stones of the torrent-bed,

25 and if the Almighty is your gold and your precious silver,

26 then you will delight yourself in the Almighty, and lift up your face to God.

27 You will pray to him, and he will hear you, and you will pay your vows (declaration).

28 You will decide on a matter, and it will be established for you, and light will shine on your ways.

4. Compose Declaration. Use fusion words. A fusion word uses the detail word to convey the general idea. For example “I declare my interiorly preferred work as a medical doctor to help with practical discussions on the go in real life applications such as over a 4 day period helping my mother in law transition from one healing facility to another.”
5. Ask focus person feedback on composition. Repeat as above until you both agree with the wording. Fusion words better communicate to the general group the meaning of the declaration.
6. (Facilitator read this aloud to focus person.)
7. Your area of meaningful expansion for your self can evolve over time into other areas of meaningful expansion, but making a declaration invites the Spirit: “You will decide on a matter and it will be established for you, and light will shine on your ways.” we make our self Smart® so that God becomes big, we do our part in humility in letting God use us. And our

declarations will become our vow to give our work to God.

8. (Facilitator explain to the focus person that the output at the Smart® group meeting will be a personal Bible or Internet search emailed to the focus person of attributes needed to fulfill the Declaration.)
9. In this next exercise we will build up, in truth, the focus person to go out into the world. “Encourage one another” Hebrews 10:25. List the attributes the focus person needs to do their chosen God given work. Let each look up any scripture (or internet search) corresponding to the attribute; for example at SearchCatholicBible.org. Scribe writes each attribute and corresponding chapter and verse (source). Ideally the source will be consistent with the faith of the Focus Person, based on feedback of Focus Person. Scribe at home looks up scripture (or internet search), pastes it to an electronic word file, emails to the focus person which becomes their personal faith Bible/internet search.
10. Thank your focus person. That is it for the focus person.
11. Now after you hang up, compose an email to your scribe

Subject: George Holiday Declaration

Dear Scribe, please be prepared to create a personal Bible at our next meeting. Click this Link and follow the instructions ahead of the meeting.

Enter the Declaration as:

“I Name declare my interiorly preferred work as a medical doctor to help with practical discussions on the go in real life applications such as over a 4 day period helping my mother in law transition from one healing facility to another.”

Please enter my two attributes and Bible citations as

Time Freedom

Hebrews 4:16 Let us have confidence, then, and approach God's throne, where there is grace. There we will receive mercy and find grace to help us just when we need it.

Genesis 26:22 He moved away from there and dug another well. There was no dispute about this one, so he named it "Freedom." He said, "Now the LORD has given us freedom to live in the land, and we will be prosperous here."

Interested people

Galatians 4:17 Those other people show a deep interest in you, but their intentions are not good. All they want is to separate you from me, so that you will have the same interest in them as they have in you.

Luke 19:48 but they could not find a way to do it, because all the people kept listening to him, not wanting to miss a single word.

The facilitator will ask each group member present to list attributes and Bible scripture

and verse (or internet citation urls). The Scribe will assemble these in the declaration form. The Scribe will send a copy to the facilitator and focus person.

We will put our trust in the Spirit. We will trust that each person who suggest an attribute, like for example patience, will be inspired by the Spirit. So too the Scripture readings we choose. In the meeting all will list their suggested attributes. A Declaration is more a movement of the Spirit, than a mind thing.

With warm regards.

Sincerely

Jeff Facilitator

12. Facilitator sends email to scribe; prints out email to scribe and brings it to the next meeting.
13. At the meeting, facilitator follows member Guide.

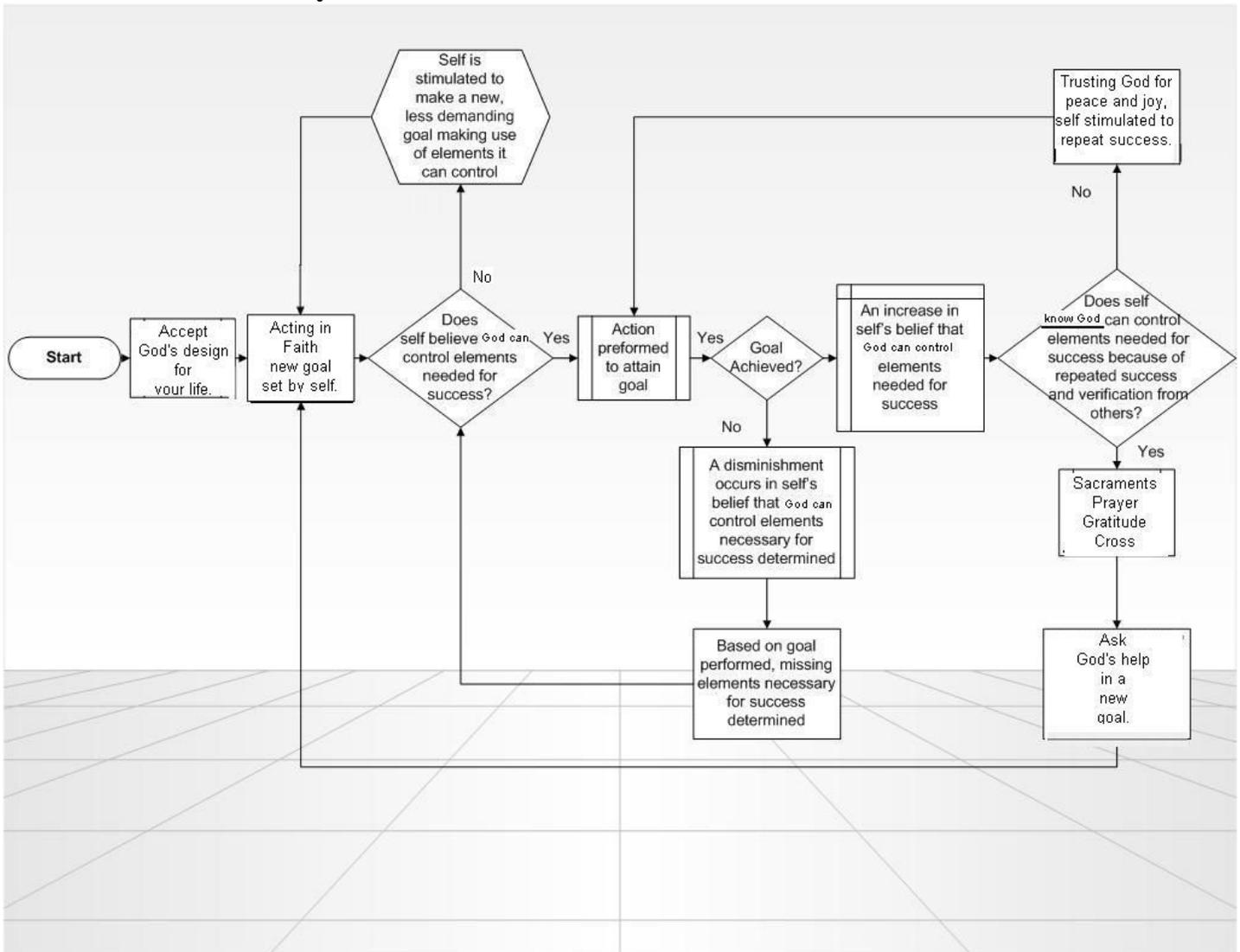
End of preparation for agenda 2

Agenda 3—Focus person selects one of 10 discussion questions.

Ask the focus person to identify, where they are at on the Faith Flow Chart below?

Please enter notes on a blank piece of paper. Follow the Facilitator Guide on your smart phone or print and bring the Facilitator Guide with you.

Loquate.tv Resource [R089](#)



X065-ah-agenda 3-discussion questions

1. Focus person selects a cultural challenge discussion question of their choice from the list below.
2. Facilitator should study the section below on Premise of Our Smart®

Group, the Odd Rule, and the section on Finer Details. Agenda 3 takes the least time to prepare for Focus Person and the most time to prepare to facilitate. Discussion is open ended, leading to more preparation on the part

of the Facilitator. Yet life skills may be learned in facilitating a discussion.

- a. Discuss Cultural Challenge discussion question as personal experience with the challenge.
 - b. Optional: to increase discussion, break into groups of
3. Spiritual Breakthrough.
- a. Answer Spiritual Breakthrough questions with relevant resolution stories.
 - b. Sharing is optional.
4. All discussion questions are optional. You can always say “pass” if you do not wish to share.
5. Any may substitute the words “that which you value the most” for God.

Smart® Group discussion questions Set 0. Cultural Challenge 0-Not having enough time for others. Spiritual Breakthrough 0-Can you share an experience that you have had, that was very good for you, something no one could ever take away from you, or convince you, was not good for you? This is subjective. What others think of the experience is irrelevant. Can others in your Smart® group share their good experience?

Smart® Group discussion questions Set 1. Cultural Challenge 1-Getting in touch with God, Spiritual Breakthrough 1- Can you communicate with that which you value the most? What does your sacred scripture tell you about that which you value the most?

Smart® Group discussion questions Set 2. Cultural Challenge 2-Finding preferred work, Spiritual breakthrough 2-did you know that God guides you to His work thru your preferred work? What is work you prefer doing? Can you tell your Smart® group about

how you feel doing that kind of work? Is there a way you can do more of that work?

Smart® Group discussion questions Set 3. Cultural Challenge 3-Accept life’s greatest challenges, Spiritual breakthrough 3-Moment by moment accept life’s greatest challenges, or crosses. If moment by moment you never leave God by accepting your cross, you will never leave your path to that which you value the most. This is called surrender. You do this by making an act of will saying “I accept, Then pray and ask for grace to accept this. Do this as often as the concern arises again. Can you share an example of accepting one of life’s greatest challenges? What did you do to stay on your path to God?

Smart® Group discussion questions Set 4. Cultural Challenge 4-Confront evil, not abandon good, Spiritual breakthrough-4 confront evil peacefully, through non-violence, non-cooperation. Have you ever felt you had to confront evil in the work world? Can you share an example of what you did? Have you ever non violently, non cooperated? To do this, you surrender to God. God will bring His mighty will to bear. If so, can you share your story?

Smart® Group discussion questions Set 5. Cultural Challenge 5- It is a fallacy to believe that until God speaks to you, you will not know your area of meaningful expansion for yourself. Spiritual breakthrough 5-declare your preferred work as your gift in humility back to God, and see what happens. God will communicate with you in a way you alone will know that it is God who has spoken. Are you ready to declare your specific type of work or project that you do back to God? If

you have already done so, can you share if light shone upon your ways?

Smart® Group discussion questions Set 6. Cultural Challenge 6-putting God first in your life, Spiritual breakthrough 6-surrender your whole, entire life to God. The hearer of God in writings sacred to you has to make a conscious decision to throw the hearer's lot in with God, in a proper spirit of repentance, fully accept God's design for your life. That which you value the most is chosen as Lord. Did you? If so, can you share your story of the Lord making Himself known to you in such a way that you who have responded to the call know it beyond a doubt?

Smart® Group discussion questions Set 7. Cultural Challenge 7-Build an interior life of prayer/meditation, Spiritual breakthrough 7-Making time for interior prayer/meditation is easier when you experience that work is made fruitful to the degree of your interior life of prayer/meditation, not on your own merits. Can you share a story of your work being made fruitful thru prayer/mediation?

Smart® Group discussion questions Set 8. Cultural Challenge 8-Living God's plan for

you, Spiritual breakthrough 8-can you share a concern about your handling of something at work related to God? Can anyone in your Smart® group tell a relevant story of hope having gone thru something similar, and without giving advice? You tell a story by using I statements.

Smart® Group discussion questions Set 9. Cultural Challenge 9-Giving public witness to God "Where Work Meets Faith", Spiritual breakthrough 9-Using language of "that which you value the most" levels the playing field for all Can you give public witness to that which you value the most, God? Differences can be best dealt with by understanding. Helping another accomplish that which they value the most is extreme value.

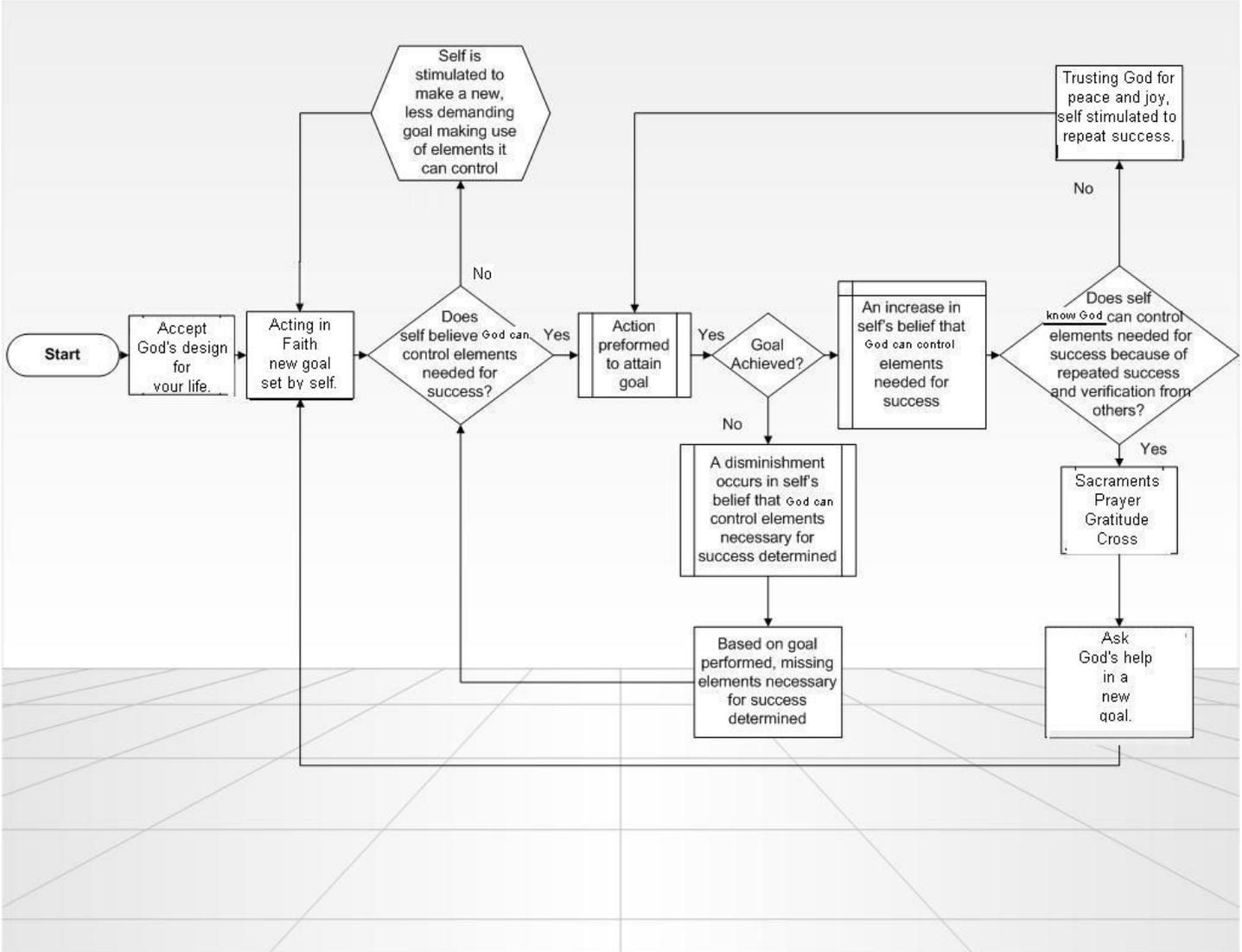
End of preparation for agenda 3

Agenda 4 – sharing our deepest beliefs

Please enter notes on a blank piece of paper. Follow the Facilitator Guide on your smart phone or print and bring the Facilitator Guide with you.

Ask the focus person to identify, where they are at on the Faith Flow Chart below?

Loquate.tv Resource [R089](#)



Hint: **It is essential that you follow Agenda 4 as written to create a safe sharing environment.**

Research shows that when a speaker shares deepest beliefs, if another puts down their beliefs it hurts the speaker. But when others

are neutral, no harm occurs. And when another says something positive, it enhances the focus person's experience. Interfaith Dialogue is followed. In Interfaith dialogue, you are never permitted to try to convert another to your beliefs. Rather you are to listen well **Take Away:** Members will

communicate to the focus person a positive regard and genuine appreciation for the focus person.

As a warm up exercise, take turns reading Principles of Interfaith Dialogue

1. Interfaith dialogue is first and foremost an attitude that is acquired as the result of listening to various points of view and ultimately forming one's own view of other religions. An attitude could be defined as a manner of acting or thinking; a disposition, opinion or mental set.
2. Interfaith dialogue consists essentially in hearing each other.
3. Interfaith dialogue is living together in spite of our differences.
4. Differences make sense when they are well understood.
5. Be respectful of differences.
6. Avoid proselytizing during interfaith dialogue.
7. Be true to your beliefs.
8. State your own beliefs when appropriate.
9. But mainly listen well, which means hearing an entire message.
10. Build unity.
11. Be united in faith in God, for love of fellow man, for peace on earth, and for the greater glory of God.

Ask the Focus Person to share their deepest beliefs.

(Hint: The job of all other members including the facilitator is to adhere to Principles of Interfaith dialogue. During the session the facilitator will strictly adhere to the Principles of Interfaith Dialogue. This means

if the slightest deviation occurs, call on a member most likely to respond truthfully, to ask if principles of interfaith dialogue are being followed. The long term benefit is knowing a member's deepest beliefs. Build unity. Be united in faith in God, for love of fellow man, for peace on earth, and for the greater glory of God.)

Facilitator can you ask a clarifying question,

1. still seeing God in the Focus person,
2. making the journey to their faith heart?

Positive Regard

Facilitator, can you now communicate to the focus person a positive regard and genuine appreciation for the focus person?

Facilitator Private Reflections on your own

1. Can you not have dull conversations, long conversations, conversations that do not bring us closer to others?
2. When it is your turn to speak, do others stop communicating their feelings to you?
3. Can you be interested in the subject and the person?
4. See [Grua](#).

Hint: Thank the Focus Person for being willing to share their deepest beliefs. Express again your genuine appreciation of them.

Hint: Differences of belief are best dealt with when they are well understood. Become a professional human being in harmony with all mankind. Start in your Smart® group. Go

outward from there. If you can be a professional human being in one place, your Smart® group, you can be a professional human being any place. Welcome differences of belief.

End of preparation for agenda 4

Running a Session

17. Follow the Odd Rule

When you as facilitator are tempted to say something in response to what a speaker has said, be silent and call on others to speak. If you want to say something on a controversial point, the chances are high that others will also want to speak. The rule is odd because when you want to speak, the rule says do not talk on the subject. As a facilitator, the more you want to say something in response to what has been said in the sense of coming to some conclusion, the more you need to be silent and call on others to form consensus to resolve the matter.

This odd rule will help shift the burden of choice off of you and onto the group. In the end, the group will more appreciate you because of your use of the Odd Rule.

There is another very important reason for using the Odd Rule. The Odd Rule is like jiu-jitsu. As the group facilitator, you hold all the power. If you are perceived as misusing your power because you took a position different from another in the group, even if you are correct the group may disagree with you, simply to take power away from you. Instead, call on others to form consensus when you are tempted to say something. Always give the power back to the group. That way it will be the group responding to each other and not you responding, or worse you concluding, to them. We call this forming consensus.

18. Risking is Good...

Now that you have the idea from reading the directions, you will see that risking substantive matters are the fuel that makes the group tick. You may plan to begin with your own concern about your handling of something to break the ice. Your leadership in sharing things risky to yourself can set the tone for the group.

19. If You Follow the Basic Suggestion

Risking is good if you follow the Basic Suggestion. Each one of us has feelings inside of us which tell us whether we are on base as a human being or not. Feeling good means being on base. Feeling bad means being off base. Risking means sharing feelings. There are those feelings that we know we should share. Those we share. There are those feelings that we know we should not share. Those we do not share. Lastly, there are those feelings that we are not sure if we should share or should not share. The **Basic Suggestion** says “Tend toward sharing all of your feelings by being honest when in doubt.”

20. If the meeting is going bad (See Member Guide reference “At any time a Christian may invoke this prayer; other faiths act in faith.”)

The primary way then that the Facilitator follows internal hunches is not to make conclusions but to ask questions and to direct who is to respond so that a consensus forms. When a Facilitator faces an issue and is dying to say something, don't. Select

someone to help out. A Facilitator might say “John, can you help us out?” or, “John is that the way you see it?”

After John gives his opinion, the Facilitator calls on two or three others in rapid succession to give their opinions. When a consensus forms, the group has made a statement which is far more convincing than any conclusions from any one individual including a Facilitator.

21. Equal Air Time - do not let anyone monopolize a meeting, give everyone a chance to discuss matters.

Equal air time does not mean that everyone has talked for the same amount of time. Equal air time is achieved if at the end of the meeting everyone has said everything that they wanted to say.

You can help by calling on another to speak about a matter that you believe has not been fully or fairly covered. He will want to hear from you.

22. Watch out for Ramrodding - a true consensus comes best with a feeling of fairness.

- a. Fairness that a person feels his opinion needs to be heard and wants to be understood.
- b. Fairness that the direction of things discussed travels equally into areas he deems important, not just areas those in control feel are important.
- c. Fairness of sentiment... its okay for a person to be outside the majority, but a genuine attempt

should be made by the group to put its sentimental arms of comfort around anyone who finds himself on the outside. Take the approach that there must be a germ of truth in that minority view, and the group is the loser unless it can find it, reconsider it and use it, now, or in the future.

- d. Seeing the Lord in each of us - a person is not to be left out because he is different from others in the group. You are to seek to understand each in the group. You are to hear each person in the group. None are to be excluded. We can do this when we see the Lord in each of us.
- e. Fairness of float- some people are more verbal than others. They should be sensitive to intimidating others and should restrain themselves from using their highly developed skills when they see others pulling back. They should encourage others to speak.

23. Leader and Follower -

You are Leader when you speak of your own experiences, telling a story in which you are personally experienced. You are Follower when you speak of matters about which you have no personal experience.

The Facilitator is not always a Leader. As such, the Facilitator's authority is to be respected, but the Leaders are to

take responsibility for the well being of the group.

In the process of forming consensus, the Facilitator will serve as both Leader and Follower. You are Leader when you know something, like your own feelings or something within an area of expertise of yours. You are a Follower when you are dealing with something in which you have no personal experience.

The far goal is for every member to serve as both Leader and Follower. We should all strive to be perfect Leaders... and perfect Followers, and know the professional difference between the two, with the measure of success in terms of being comfortable with each other being both Leader and Follower in our little group which implies great respect.

24. Build up the focus person to go out into the world.

- f. The whole point of the Smart® group is to build up the Focus person, so the focus person feels confident.
- g. Watch out for insensitive probing questions.
- h. Avoid untoward questions. An untoward question leads to a negative answer.
- i. Show faith in the person through your questions.
- j. Your question can take a stab at how they feel. When they answer “Exactly” you will know they feel understood.

25. The measure of success is our good experiences at these meetings over time. We want to be sensitive to and avoid bad experiences of all members and foster the good experiences of all members.

A heightened sensitivity will accomplish that. After awhile, the good experience will create a kind of afterglow. When it's fun just being together at these meetings, because we all look out for each other, we will know we have arrived.

There will be a sense of group loyalty and group support. Leaders will know the members and go out of their way to be helpful. The atmosphere will be cohesive. The environment will be a community.

These are the practical manifestations of love: sharing, caring, knowing, and feeling, I am willing to do anything for that person.

When we do these things, God will be with us. He promised us that where two or more are gathered together in His name, there He will be.

26. Actively listen

- k. Give the speaker your full attention. That makes them feel good because it shows you really care about them.
- l. Make eye contact.
- m. Give animated body language.
- n. Understand what you have just heard.

27. The Agenda

- o. A point of order may be raised at any time by any group member if the Agenda is regularly not being followed.
- p. Extreme Value comes from being process dependent which comes from following the Agenda and being well prepared.
- q. Therefore, consistently not following the agenda may be overcome by a Leader raising a point of order to follow the Agenda more closely.

28. Don't add new things to the Agenda

- r. Unstructured time has been set aside at the end for the group to facilitate its own unique identity.
- s. Get everyone's input.
- t. But the Agenda prior to the unstructured time should not be added onto.
- u. Have faith in the Agenda to take the process to an art form of elegance.

29. What to do when you have to say something that concerns you about a Smart® group member.

Do it in private, outside of the group. Never publicly. Never use an admitted area of concern against any member in public. Use relevant resolution stories of your own mistake trying to correct another, or use extreme gentleness when sharing a concern. Do it verbally in private, not in writing. If the only

way possible is in writing, only use relevant resolution stories of correcting the fault inside your own self. The problem with putting something hurtful in writing is that it sits there staring a person in the face. Whereas the hurtful part of a shared verbal concern in time can be forgotten. Be open to hearing them. And be sure to publicly show you're caring. Try to do something nice for them. Even a small act of kindness goes a long way.

To form a conclusion when you think a speaker may be off base.

- Call on someone you think will form the right conclusion... John, how do you see that?

30. To form a consensus after a correct conclusion has been made

- Mary, do you see it that way as well?
- Tom, how about you?
- After two quick agreements, consensus has formed. If more response is solicited, it will no longer relate to the conclusion.

31. To get more information from the speaker

- You said _____, tell us about that.

32. When the speaker has been disagreed with in consensus.

- "I respect the fact that you can be different in this area," or
- "You are doing what you believe you should do and no one knows your position better than you do," or

- “You have a different point of view and you express it very well. I am sure we will hear a lot of different viewpoints on that subject.”
- Then move on.

33. Our Smart® Group Confidentiality Policy

Please provide a copy of this confidentiality policy to any Smart® group member who asks. By participating, participants agree to this confidentiality policy: Let your Yes mean Yes and your No mean No.

Context

Matthew 33-37 Good News Translation

33 “You have also heard that people were told in the past, ‘Do not break your promise, but do what you have vowed to the Lord to do.’ **34** But now I tell you: do not use any vow when you make a promise. Do not swear by heaven, for it is God's throne; **35** nor by earth, for it is the resting place for his feet; nor by Jerusalem, for it is the city of the great King. **36** Do not even swear by your head, because you cannot make a single hair white

or black. **37** Just say ‘Yes’ or ‘No’—anything else you say comes from the Evil One.

Truth

My failings are never to be publicized but they may be told in private for an important reason.

One of these is to carry through to its ultimate conclusion any endeavor begun by humans.

If I do not discuss my failings how can I overcome blocks that otherwise may remain embedded.

Issues are to be discussed until perception equals truth.

Then and only then may corrective action be invoked.

I am to confront evil, not abandon good.
That is good.
Yet I must speak the truth as I know it.
God will guide me if I am wrong.
I must speak out courageously.

End of Confidentiality Policy

34. R019-ae-Facilitator Training

Test

1. To be a facilitator, you will study to the Test below. Take the test below. An answer key follows. Use the answer key as a quick review before your next facilitation.
2. If you miss a test question, call your mentor or log into <https://www.loquate.tv/wp-content/uploads/2018/01/R019-bu-Facilitator-Guide.pdf> , and search to find the answer
 1. The Facilitator Guide is designed to be comprehensive. You may refer to it to answer any question.
<https://www.loquate.tv/wp-content/uploads/2018/01/R019-bu-Facilitator-Guide.pdf>
 2. When preparing a focus person for a particular agenda, from the Facilitator Guide follow the Agenda section chosen verbatim.
3. Being a facilitator is easy if you just follow the Member Guide verbatim, along with everyone else. Learn on the “job of doing.”
 1. Member Guide
<https://www.loquate.tv/wp-content/uploads/2020/02/R012-bx-Member-Guide.pdf>
 2. Facilitation Light will get you started; 1 page
<https://www.loquate.tv/wp-content/uploads/2020/06/R011-aa-Facilitation-Light.pdf>
 3. Loquate’s Smart® Protocol Creates a Safe Sharing Environment; 1 page.
<https://www.loquate.tv/wp-content/uploads/2021/07/R077-ab-Loquates-Smart-protocol-is-safe-sharing.pdf>
 4. 3 S protocol training video; 7 minutes
<http://www.loquate.tv/satisfy-self-gods-storyjeff-liautaud>
4. Later on to master the topic,
 1. Read Welcome to Loquate: 5 pages.
<https://www.loquate.tv/wp-content/uploads/2020/02/R010-Welcome-to-Loquate-ai.pdf>
 2. on a long drive you may listen to this 2 hour Podcast on Facilitator Training.
<https://www.loquate.tv/wp-content/uploads/2019/12/R019-aa-Facilitator-Training-Podcast.mp3>
5. On your path to becoming a Smart® Ambassador of Community, you will earn 7 course credit hours by becoming a facilitator. After you have facilitated sufficiently in the presence of a mentor who is experienced at facilitating, print the first page of the facilitator guide, take the test below and ask your mentor to sign the first page. When you have enough course credit hours for certification as a Smart® Ambassador of Community, submit all mentor signed first pages to registrar@loquate.org along with copies of feedback sheets showing meeting attendance. Then by return email you will receive your certification as a Smart® Ambassador of Community. For details see the "course" page at Loquate.org.

1. How many agendas are offered?
2. Who decides which agenda is to be used?
3. Which agenda is used most often?
4. How is the faith flow chart used? (check each that applies)
 - a. To describe where a person is at in their faith life.
 - b. Get insights into the issue facing the focus person.
 - c. Knowing where a person is at on the chart, helps to teach effectively.
5. What is at the center of our Smart® group, God or our self?
6. What makes a concern legitimate (check all that apply)?
 - a. Is this a question about faith and morals?
 - b. Is this a question about doing the right thing in the eyes of God?
 - c. Is this a concern you are facing now?
 - a. Finalization: ask another “Do you see the concern as legitimate?”
 - i. If not, should you take a stab at separating the God part from the secular part of the focus person’s concern? Yes. No. Why?
7. If I follow Facilitation Light and the Member Guide sequentially can I run a Smart® group?
8. Which agenda would be most suitable for a person with an issue never before stated as a concern? Agenda 1-share a concern, Agenda 2-make a declaration, Agenda 3- discussion?
9. Which agenda would be most suitable for a person with an issue already stated in a prior session as a concern? Agenda 1-share a concern, Agenda 2-make a declaration, Agenda 3- discussion?
10. Which agenda would be most suitable for a person with an issue outside of themselves and primarily a cultural challenge? Agenda 1-share a concern, Agenda 2-make a declaration, Agenda 3- discussion.
11. Which agenda is least risky? Should Agenda 4 “sharing deepest beliefs” be followed exactly? Why?
12. Can an atheist or an agnostic make a Declaration?
13. Which agenda is most risky?
14. How do we reduce risk?
15. The Smart® process can be remembered by what phrase?
16. Can you name the 3 S’s of the Smart process found in “Satisfy Self with a God Story?”
17. Self (choose 1- change, deceit, deception), never (fill in blank) _____ another
18. Satisfy (choose 1- another, self, innate psychological needs), not mere _____
19. Share (choose 1-concern, relevant resolution story, conversation), never _____
20. Are we process dependent or facilitator dependent?
21. Sharing our stories, building our _____
22. What do all participants follow step by step during a Smart® group meeting?
23. As part of preparation for Agendas 1 and 2, does the facilitator look up scripture?
24. What is the “Odd Rule?”
25. How do you follow the odd rule? (check each that applies)
 - a. Take a stab at how a person feels.
 - b. Say “Sounds like you were feeling_____ “and name the feeling.
 - c. Create space around how a person felt until the group has fully embraced the moment (for use when a person has said something profound or high compassion is in order).
26. Why is the Odd Rule important (check all that apply)?
 - a. Does not monopolize power.
 - b. Takes the heat off the facilitator.
 - c. Distributes power back to the group.
 - d. Allows consensus to form.

Read the Facilitation Guide to prepare for the test. Use the test and answers as a quick review before your next facilitation.

S038-ac- Facilitator Test Answers

1. How many agendas are offered? ...4
2. Who decides which agenda is to be used? ...Focus person
3. Which agenda is used most often? ...Agenda 1 - concerns
4. How is the faith flow chart used? (check each that applies) ...All checked
 - a. To describe where a person is at in their faith life.
 - b. Get insights into the issue facing the focus person.
 - c. Knowing where a person is at on the chart, helps to teach effectively.
5. What is at the center of our Smart® group, God or our self? ...God
6. What makes a concern legitimate (check all that apply) ...All checked.
 - d. Is this a question about faith and morals?
 - e. Is this a question about doing the right thing in the eyes of God?
 - f. Is this a concern you are facing now?
 - a. Finalization: ask another “Do you see the concern as legitimate?”
 - i. If not, should you take a stab at separating the God part from the secular part of the focus person’s concern? Yes. No. Why?...Yes. Feeling named = understood.
 - b. Why is it important that the concern is a legitimate concern not a concern about others?... We can only change our self and no one else.
7. If I follow Facilitation Light and the Member Guide sequentially can I run a Smart® group? Yes.
8. Which agenda would be most suitable for a person with an issue never before stated as a concern? Agenda 1-share a concern, Agenda 2-make a declaration, Agenda 3- discussion?...agenda 1-concern
9. Which agenda would be most suitable for a person with an issue already stated in a prior session as a concern? Agenda 1-share a concern, Agenda 2-make a declaration, Agenda 3- discussion..agenda 2-dec
10. Which agenda would be most suitable for a person with an issue outside of themselves and primarily a cultural challenge? Agenda 1-share a concern, Agenda 2-make a declaration, Agenda 3- discussion?...3
11. Which agenda is least risky?...agenda 3- discussion
12. Can an atheist or an agnostic make a Declaration?...yes
13. Which agenda is most risky?...agenda 1 sharing a concern about your handling of some God thing at work. Should Agenda 4 “sharing deepest beliefs” be followed exactly? Yes. Why? To reduce risk.
14. How do we reduce risk?...We follow the member guide.
15. The Smart® process can be remembered by what phrase?... Satisfy Self with a God Story
16. Can you name the 3 S’s of the Smart process found in “Satisfy Self with a God Story?”...satisfy, self,stry
17. Self (choose 1- change, deceit, deception), never (fill in blank) _____ another...change, change
18. Satisfy (choose 1- another, self, innate psychological needs), not mere _____...innate needs,converstn
19. Share (choose 1-concern, relevant resolution story, conversation), never _____...mere conversation
20. Are we process dependent or facilitator dependent?...process dependent, not facilitator dependent.
21. Sharing our stories, building our _____...community
22. What do all participants follow step by step during a Smart® group meeting?...agenda- easy to do
23. As part of preparation for Agendas 1 and 2, does the facilitator look up scripture/internet search?...yes
24. What is the “Odd Rule?” When you most feel like saying something, call on someone else.
25. How do you follow the odd rule? (check each that applies)...All checked.
 - d. Take a stab at how a person feels.
 - e. Say “Sounds like you were feeling_____ “and name the feeling.
 - f. Create space around how a person felt until the group has fully embraced the moment (for use when a person has said something profound or high compassion is in order).
26. Why is the Odd Rule important (check all that apply)?...All checked.
 - e. Does not monopolize power.
 - f. Takes the heat off the facilitator.
 - g. Distributes power back to the group. And d. Allows consensus to form.

The End