

## Online Open Share Meeting Format

### ®Start Meeting on Time

1. Welcome the group- Remind group to make sure **headphones are used and that they are in a closed space with no other people.**
2. Opening Prayer
3. CR Introductions
4. Remind everyone to to make sure **headphones are used and that they are in a closed space with no other people.**
5. Read the Small Group Guidelines:

These guidelines are designed to provide a safe and productive meeting for everyone. Please listen carefully and honor these guidelines throughout the meeting.

- 1. Keep your sharing focused on your own thoughts, feelings, and actions. (Please limit to no more than 3-5 minutes)**
- 2. There is no crosstalk please.** Cross talk is when two people engage in a dialogue during the meeting. Each person is free to express without interruptions.
- 3. We are here to support one another.** We will not attempt to “fix” one another.
- 4. Anonymity and Confidentiality are basic requirements.** What’s shared in the group stays in the group. The only exception is when someone threatens to injure themselves or others.
- 5. Offensive language has no place in a Christ-centered recovery group,** including no graphic descriptions.

### New Guidelines for Online Groups:

- 6. All members must use headphones.** This will ensure that no one else can overhear what is being shared. (Pat Phrase: “Please use your headphones.”)
  - 7. All members must be on camera.** If the group leader asked, they must show the rest of the group that no one else is in the room. (Pat Phrase: “Please stay on camera.”, “Can you show us the room you’re in?”)
  - 8. The meetings will not be recorded.** (Pat Phrase: “Meetings are not recorded.”)
- 
- 6. Set up sharing and present focus question.**
  - 7. Have participants begin sharing.** Popcorn sharing, have participants raise hand when they’d like to share.
  - 8. End sharing.** Thank each participant for their sharing.
  - 9. Thank participants.**
  - 10. Close the groups in prayer**
    - a. Closing prayer **(Simple prayer, end with Lord’s Prayer)**