



## Virtual Discernment Tips and Template For Facilitators

### Tips for Virtual Discernment -- Preparation before discernment

Your role as facilitator starts weeks before the discernment event. It involves

- a. acting as a prayer warrior: praying to the Holy Spirit for the chapel group and the individual discerning women,
- b. consulting with the chaplain and current CWOC board about the discernment process,
- c. providing all women in the chapel discernment packets, which include discernment resources and detailed board descriptions,
- d. personally approaching talented women, identifying their gifts, and encouraging them to discern for service within your chapel group,
- e. determining the best platform for discernment and rehearsing the process,
- f. appointing a tie-breaking observer,
- g. ensuring all discerning women have the order of discernment ahead of time so they understand the flow,
- h. entering the discernment event about one half hour ahead of time, ensuring all songs and materials are cued up,
- i. facilitating the actual discernment event.

1. The discernment facilitator accesses CWOC discernment resources from the [MCCW website](#):

MCCW.org resources for facilitators:

**The Discernment Process:** This step-by-step guide and script includes all the information you will need to lead the discernment process in your chapel.

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*...and what you have heard from me in the presence of many witnesses entrust to faithful men who will be able to teach others also...2 Timothy 2:2*





It is a perfect tool for current CWOC leadership and chaplains interested in adopting the discernment process.

**Discernment Resource Packet:** Prayers, lyrics and other tools your chapel can use during the group discernment process.

MCCW.org resources for discerners:

**Discernment Information Form:** This form can be downloaded and edited for use by your chapel in order to collect information from women who may be interested in discerning a leadership role.

**Beginning Personal Discernment:** A straight-forward guide ready to lead women through the personal discernment process leading up to the group discernment includes prayers and an assessment of spiritual gifts.

The facilitator notifies the discerners to download and complete the “Discernment Information Form” and the “Beginning Personal Discernment” guide. She also sends out clear and detailed position descriptions. Have the woman currently holding the positions write out the tasks and time commitment involved in the position

In addition, for virtual discernment, please include this document from MCCW, [“For Discerners: Tips for Virtual Discernment and the Order of the Discernment Process,”](#) which includes “Preparation before Discernment” and the “Order of Virtual Discernment Process.”

2. The facilitator, in cooperation with her helpers, should decide which platform best supports the online discernment for her chapel group.

Zoom = a familiar platform nowadays, but personal accounts may have a 40 minute time limit. Paid accounts have more options, including no time limit and the webinar feature;



Google Meet = a new platform (temporarily free) spun off from Hangouts that is similar to Zoom, but does not have a time limit;

FreeConferenceCall.com = an audio platform which may be a good option because an audio-only discernment may be more focused.

3. Once the facilitator has received the packets from discerners, a date is set for virtual discernment. (when setting the time, allow one hour+, depending on the number of discerners).

4. The facilitator should exchange cell numbers with each discerner for use during the discernment event.

5. The facilitator should have a designated person from the chapel to listen in on the discernment, and cast the tie vote if necessary (the designee listens but does not participate in discernment). This person should be Spirit-led and the facilitator should encourage the person to be unbiased. The facilitator can text the designee the tie names, the designee then casts her vote and sends it back to the facilitator to announce. The designee can stay anonymous and whether or not a tie breaking vote was needed should stay confidential.

6. The facilitator should be familiar with the process and practice on the chosen platform (Zoom, Meet, conference call) before the discernment event.

7. The facilitator should email the order of discernment ahead of time so each discerner understands the flow.

8. Facilitator should have songs cued up: "Gentle Mother," "Here I am, Lord," "The Summons," and any Marian instrumental (these can be found online or on YouTube).

9. Give a hard start time and ask everyone to be online five minutes before this time to meet-and-greet before prayer.

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## Order of Virtual Discernment Process - CWOC Quick Guide *for Facilitator*

1. “Gentle Mother” playing in background while discerners are coming online;
2. Once everyone is online: turn down music and begin in prayer;
3. Take a quick roll call;
4. Facilitator opens with “**Our Lady of Good Counsel Prayer**” ( while discerners say it quietly to themselves);
5. Facilitator reads out loud the position descriptions;
6. Then asks all to be quiet and formulate questions while listening to music;
7. Play “**Here I am, Lord**” in the background;
8. When music is done, ask if there are any questions. Allow for five minute discussion;
9. Facilitator reads Phil. 1:6-11;
10. Facilitator asks if the discerners would like to share their thoughts on the Bible verse;
11. Facilitator reads the “10 Guiding Principles of Discernment;”



12. Then ask all to be quiet and listen to the music while praying for the Holy Spirit's intercession;
13. Play "**The Summons**" in the background;
14. The discerners give their five-minute bio, and the reason they are discerning (ask them to focus on the three C's: how they are CALLED, their COMPETENCE, and their COMMITMENT a.k.a sharing of gifts)
15. Facilitator gives prayers of thanksgiving for the gifts of the discerners;
16. Facilitator reads Acts 1:21-26;
17. Facilitator announces the first position that will be discerned. Only those discerning for that position will text their selection to the facilitator. Discerners may select themselves or a fellow discerner. While the discerners are texting their selection, instrumental music is playing in the background. When all selections are submitted, the facilitator announces the selected discerner;
18. Then onto the second position, the discerners text their selection to the facilitator and she announces, until finished;
19. If there is a tie, the facilitator shares the tied names to the designee for tie breaker, the designee sends the text back to the facilitator for announcement;
20. Facilitator reminds all there are gifts all around the table. All can serve in the chapel for the Body of Christ (other than on the board or in different ministries within the chapel);
21. Facilitator closes in prayer;

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22. Facilitator asks for all who have been discerned to stay on the line and says goodbye to the others;
23. The Facilitator gives well wishes to the chapel president and encourages communication between one another; provides any transition instructions;
24. Encourages the new team to exchange information offline to continue the local CWOC process and says goodbye.

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