

# Preparing for Communal Prayer Worksheet

Occasion / Event / Feast: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Date / Day / Time: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Planning Leader:

\_\_\_\_\_

Presider:

\_\_\_\_\_

## Step One

What is the context for the prayer?

- Who will be present?

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\_\_\_\_\_

- What is the occasion for this prayer?

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\_\_\_\_\_

- Where will the prayer be held?

\_\_\_\_\_

\_\_\_\_\_

- When will the prayer be held?

\_\_\_\_\_

\_\_\_\_\_

## Step Two

Select a topic and a theme for the prayer.

- Based on the answers to the above questions, write a sentence that describes the topic and theme for the prayer.

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\_\_\_\_\_

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\_\_\_\_\_

### Step Three

What elements should be part of the prayer?

- Environment (objects, decorative or symbolic items, room set-up, lighting, how people will be welcomed to the prayer)

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- Readings (the Scriptures, other sources such as poems, stories, excerpts from books or magazines, storytelling, witness, drama or movement)

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- Symbolic action (something people can do to be more involved)

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- Music (liturgical, praise, secular; will people sing along or reflect quietly?)

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- Reflections or faith sharing (sharing with a partner or small group, spontaneous prayer, journaling)

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### Step Four

Put it all together.

Where do the elements selected fit into the four movements of prayer? (Note: Record the sequence of the elements of prayer, including who will be responsible for each element. For instance, identify Opening Prayer by resource number, page number, and presider's name.)

Gather

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Listen

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Respond

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Go Forth

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### Step Five

Prepare and rehearse.

Who will assume the following roles?

Planning leader

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Presider

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Proclaimer(s) of the Word

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Ministers of music and song

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Ministers of environment and hospitality

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Ministers of ritual and movement

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### Step Six

Check-in and pray.

Is everything ready? Are there any last-minute questions?

Take a few minutes to pray with one another, asking God to bless your efforts and to be instruments of his message to others.

### Step Seven

Experience the prayer.

### Step Eight

Evaluate the prayer.

Reflect on the following questions:

- How effective was our planning process?
- As ministers of prayer, how did we do in our various roles?
- How did the assembly experience the prayer?
- What did we learn? What would we change? What would we keep the same?

Affirm one another in the good work you have done!