



## CONVERSATION AND CONSULTATION, FALL 2022

### Spiritual Conversation Reporter Guide

The reporter is responsible for submitting a meeting report to the apostolic planning steering committee following the completion of the conversation. The reporter is also the contact person should the steering committee have questions about the report.

#### Report Content

- 1) **Jesuit Community**
- 2) **Date of Meeting**
- 3) **Name of Facilitator**
- 4) **Facilitator Email Address**
- 5) **Name of Reporter**
- 6) **Reporter Email Address**
- 7) **Number of Participants**
- 8) **A Brief Description of the Composition of the Group** (i.e., the mix of ministries and generations represented, and anything else you think might be helpful to describe the make-up of the group)
- 9) What **notable themes** emerged in your conversation?
- 10) What were the **areas of strong convergence** in the perspectives of the participants?
- 11) What were the **notable differences** in the perspectives of the participants?
- 12) What do participants believe are the **most important** things the steering committee ought to know about your conversation?

Please make your report is simple and direct: refrain from explaining or providing examples, unless doing so is critical to providing context and understanding, and provide only enough information so that the meaning of each point is clear to the committee.

#### Gathering Information and Submitting the Report

- 1) For the **## 9–12** above, the information included in the report should be gathered during the **Review** portion of the meeting, when the conversation will center on these questions. It is only during this discussion that you ought to take notes; please do not take notes during the earlier portions of the meeting.
- 2) Please circulate a copy of the report to all participants.
- 3) Please submit the report to the committee using the online form at: [Spiritual Conversation - Jesuit Community Report Form](#)