Tips for Including More Voices During Meetings:

Gathering Devotion Time: Building Relationships – Relational Component
  o On Zoom – Relational question:
    ▪ put in chat what you had for dinner, favorite outdoor place ....
  o Devotional: Using Mutual invitation in whole group or smaller groups of 3-4 (breakout rooms in zoom.)
    ▪ Share: God sightings, how you experienced God’s grace this week, select a quote or scripture to have people reflect upon
    ▪ Select someone a week or so before the meeting to lead this time (creates shared leadership and brings in more voices.)

Grounding your Work:
  o Review your church’s or work area’s mission, vision and values – what is guiding your work and decisions.
  o Review Respect Communication Guidelines (link below)

Ideas to Help Include Multiple Voices:
  o Time for silent reflection before any sharing – encourage folks to jot down thoughts
  o Use Mutual Invitation
    o Say – Let’s hear from someone who has not shared yet, would like to share
    o Say – is there anything that has not been said/shared yet – is there anything new to add to this conversation.
  o Ask – whose voice is missing from this conversation, who else do we need to include

Links to other resources:
Inventory of Decision-Making Mechanisms
Inventory of Images and Communication Mechanisms
Mutual Invitation (includes RESPECT guidelines)