

# Quaker Life Network

## *Conflict in Meetings*



## The Process We Use

### Information Gathering

**Initial contact with a meeting:** This might be through the completion of a request for support form or through conversations that have taken place with a member of BYM staff. If needed, background information to the request should be gathered at this stage. It is important to make sure this is obtained before the following processes have begun. It might be gathered by the staff contact or the visitors.

### Contracting

**Liaising with meeting representatives:** This is when you will develop the process that you are going to use and the timings for it. You will need to have available any background information to the request. Your role in the meeting will be decided at this point. It is important to remember that you are not going to be there to solve the issue, only to help the meeting through a process. It may be helpful to make this clear from the outset.

### Initial Preparatory Meetings

**Meetings with individuals:** This is the time that you give all of the parties the opportunity to meet you and to tell you their story. Time should be allowed for individual meetings so that you can explore the issue from many points of view. Some people may want to come in pairs or small groups. The detailed contents of these meetings are confidential.

An invitation to a sharing meeting for all of the parties involved may be prepared and circulated after the initial meetings. This invitation might go to everyone in the meeting.

### Sharing Meeting

**Meeting with the whole group / meeting:** This might include Worship Sharing or a Threshing Meeting. The process will have been decided in the contracting stage. Rules for this stage will have been decided beforehand so that once there everyone knows what is expected of them. If you are going to hold a Threshing Meeting, the [guidance](#) that Quaker Life has produced should

be followed. This meeting is not intended to be where a decision will be made. That may come later after you have gone. However, if the meeting would like you to help them to make a decision, a further meeting can be planned. This should be held in worship. All would have the opportunity to speak, with pauses for reflection between each ministry. Each person would have the opportunity to minister before anyone speaks again.

## **Follow-up**

It might be that as part of the follow up you are asked to be part of a decision making meeting. This of course may have happened in a separate meeting, on the same day as the sharing meeting. There might also be a period of further reflection within the whole process in which a report of the issue is created. In some instances this is the start of a new process, which will then repeat the stages. You may arrange to keep in touch with the meeting for a time that you fix in the contracting stage, or for as long as there is a need. Be aware of any support that you might need with a continuing process.

## **Reporting**

Reporting forms for visitors and meetings are available. Please complete and return to Oliver Waterhouse, [oliverw@quaker.org.uk](mailto:oliverw@quaker.org.uk).