

## Respectful Communication Guidelines (from the USCCB)

*(Print and hand out to all participants)*

- R:** take RESPONSIBILITY for what you say and feel, and speak with words others can hear and understand
- E:** use EMPATHETIC listening, not just words but also feelings being expressed, non-verbal language including silence
- S:** be SENSITIVE to differences in communication styles
- P:** PONDER on what you hear and feel before you speak
- E:** EXAMINE your own assumptions and perceptions
- C:** keep CONFIDENTIALITY
- T:** TRUST the process because we are not here to debate who is right or wrong but to experience true dialogue

Remember to give your full attention to each other and listening to the voice of God in your hearts. Listen for understanding by taking to heart what other people share. As we share, individuals will speak, one at a time, without interruption, while others listen. Everyone will have a chance to speak and if you like, you may choose to pass.

The Respectful Communications Guidelines are from, *Intercultural Communication: The Mutual Invitation Process* found in: USCCB, *Building Intercultural Competence for Ministers: Bilingual edition*, Washington, D.C., 2014 accessible at: <http://www.usccb.org/committees/cultural-diversity-church/bicm-appendices>.

