

INVITATION LETTER



The World Community for Christian Meditation (Country)

The School of Meditation

ESSENTIAL TEACHING WEEKEND

Name of Venue | Address of Venue

Friday (date) - Sunday (date)

(Date)

Dear **(Name of Participant)**

We are delighted that you wish to attend the Essential Teaching Weekend (ETW). It will be held at **(name and address of venue)**. The programme will commence with **meditation at 5.00 pm on Friday (date)** and conclude on **Sunday (date), departure time after lunch from approximately 2.00 pm**. Attendance for the full weekend is required. If possible, **please arrive between 3.30 pm and 4.30 pm on Friday** to allow a gentle transition from the busyness we all leave behind into the pace of our weekend together. The cost of the weekend is **(\$XXX)**. This amount includes accommodation, meals and all resource materials. Bed linen and towels will be supplied.

Please return the attached Enrolment Form and make pay-ment by (date) to confirm your attendance. Feel free to bring any personal items you wish, including comfortable shoes and clothes. The Weekend is conducted in a spirit of prayer with regular periods of meditation, liturgies, times of teaching, and times for shared and per-sonal reflection.

Before coming, you may like to read or reread the following books: John Main's *Christian Meditation: The Gethsemani Talks* and/or *Word into Silence*; and Laurence

Freeman's *Christian Meditation: Your Daily Practice*. Please contact me if you would like to purchase a copy. The books are also available from www.mediomedia.com.

*** [The three paragraphs that follow below should be included **only if** you choose **Alternative I** for the Workshop on Practice Talks (p. 46).]

* Each participant is asked to come prepared to share an informal talk/conversation of about 10 minutes, in a small supportive group of three or four, on 'An Introduction to Christian Meditation'. You might imagine your audience is a friend or a specific group (e.g. parish, school, parents, or a community group) who asks, 'Tell me about Christian meditation'.

* As participants often feel nervous about giving the talk, we would like to reassure you that this is an opportunity to 'have a go' in a friendly setting. Others in the small group will give helpful feedback and encouragement. Take heart from the fact that you really do know what you are talking about; you do know how to meditate.

*To assist you we have prepared a few points that you may like to cover in your talk (Enclosure A, p. 69).

We are an ecumenical community but we cannot provide enough free time in the programme for all participants to attend their individual church services on Sunday. Instead, we will have a Sunday Liturgy based on the scripture readings of the Sunday. As the Retreat concludes at 12.30 pm, there may be an opportunity for you to attend a Sunday evening service nearer your home. Finally, we would like to assure you that whenever and wherever in the world the Essential Teaching Weekend has been held, results have been joy and an abiding fruitfulness in the lives of participants.

If you have questions or comments, I would welcome the opportunity to discuss them with you. My cell phone number is (900000000) and my email address is (xxx@xyz.com).

Looking forward to your response,
Yours sincerely,
([Name of ETW Team Leader](#))

ENCLOSURE A

- Attach with the Invitation Letter if Alternative 1 will be used for the Workshop on Practice Talks.
- Print enough copies for each participant and bring them to the ETW if Alternative 2 will be used for the Workshop on Practice Talks.

GUIDELINES FOR PARTICIPANT'S TALK

The following are some points to keep in mind when preparing your talk:

- Decide who your audience will be. Your talk could be aimed at one or a combination of the following audiences: a church group, an ecumenical or interfaith group, a youth group, mothers group, business group, carers, friends, etc.
- Include the following points in your talk:
 - How you came to meditation and the effect it has had on your life.
 - A little about John Main and the WCCM.
 - Meditation as a practice, in particular in the Christian tradition.
 - How to meditate.
 - Fruits of meditation, especially in your own life.

Bear in mind that you have only 10 minutes.