



# CONTEMPLATIVE OUTREACH

SILENCE  
SOLITUDE  
SERVICE

## Definition of Terms

### Contents of this document:

#### 1. Definition of frequently-used terms and acronyms

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##### Chapter

A chapter is a geographic area in which a coordinator supports individuals and prayer groups in the regular practice of Centering Prayer. A chapter has a name linked to the geographic area they coordinate, e.g., CO of New Orleans, CO of Atlanta, CO of St. Louis, etc.

##### Coordinator

A coordinator has a daily and committed practice of Centering Prayer and has been appointed by Contemplative Outreach, Ltd. to support others who practice Centering Prayer in a specific geographic area. The coordinator has completed Formation for Contemplative Outreach Service, attended an Intensive Retreat, be familiar with the Spiritual Journey DVD Series and the primary trilogy of books by Fr. Thomas Keating.

The coordinator is commissioned to present the Introduction to Centering Prayer (the introductory workshop and it's six continuing sessions). The coordinator encourages formation of Centering Prayer groups when possible and networks with prayer group facilitators. The coordinator conducts activities toward the growth and development of Contemplative Outreach in their chapter.

##### Co-Coordinators

Two commissioned individuals by Contemplative Outreach, Ltd who have agreed to share responsibilities and tasks for the role of coordinator.

##### Assistant Coordinator

An individual elected or appointed by the chapter coordinator and commissioned by Contemplative Outreach, Ltd. to assist in coordinating the local chapter. Areas of responsibility are delegated by the coordinator. The assistant coordinator may be a coordinator-in-training.

##### Contact Person

An individual who is appointed by Contemplative Outreach, Ltd. to network with persons interested in the practice of Centering Prayer in their local area where there is not an established chapter or coordinator. This person has attended an Introduction to Centering Prayer, has a regular practice of Centering Prayer, and has read *Open Mind, Open Heart* by Fr. Thomas Keating.

### Leadership Team

A leadership team is a group of volunteers invited by the coordinator of a chapter to assist in coordinating and developing the area. Coordinators and contact persons are encouraged to form a leadership team for the purpose of support, decision making, and delegation of tasks. (The role of coordinator is not intended to imply that one person is responsible for growing and sustaining a chapter.) Volunteers who comprise a leadership team may lead other sub teams implementing a specific task, such as organizing days of prayer or other events.

### Centering Prayer Group

A Centering Prayer group is a small group of practitioners who gather together weekly or bi-weekly to experience the practice of Centering Prayer in community. There are different formats for group meetings, such as incorporating Lectio Divina, faith sharing, study of books by Fr. Thomas Keating and/or viewing of the Spiritual Journey DVD Series.

### Facilitator

A facilitator has a committed and regular practice of Centering Prayer and has consented to organize a Centering Prayer group and coordinate weekly or bi-weekly meetings.

### Presenter

A presenter has successfully completed the Formation for Contemplative Outreach Service and presenter-in-training internship. Following the internship, a presenter is officially commissioned by Contemplative Outreach, Ltd. to present the Introduction to Centering Prayer program in their local chapter area.

### Region

A region is a group of chapters located in a specific geographic area. Coordinators are encouraged to communicate with other chapter coordinators within the region for the purpose of networking, support, program planning, and sharing of resources.

A regional meeting is usually held at the Annual Conference of Contemplative Outreach, Ltd. However, regions are encouraged to meet independent of the conference in their geographic locale at the discretion of chapter coordinators.

### Regional Chapter Service Representative

The regional chapter service representative supports coordinators and contact persons in the growth and development of chapters within that region. A regional representative is currently appointed by the CRCS to network with and support regional chapter leadership by providing ongoing communication, resources, and formation opportunities.

### Contemplative Outreach Resource Center (CORC)

The resource center is the administrative arm of Contemplative Outreach, Ltd. The CORC conducts the day-to-day administration functions and handles communications with the general public. The resource center is located in Butler, New Jersey, USA. The president and vice-president work out of this office.

### Annual Conference

An annual conference is hosted by Contemplative Outreach, Ltd. each year to provide networking, formation, and enrichment for all persons who serve the Contemplative Outreach spiritual community. The annual meeting of the Circle of Service is open to all who attend the conference.

### Circle of Service (COS)

A group of people appointed by the spiritual guide of Contemplative Outreach, Fr. Thomas Keating, and the president, Gail Fitzpatrick-Hopler, who consent to serve for a term of three years (*renewable one time*) on a team committed to implementing a model of contemplative governance to direct and sustain the Contemplative Outreach organization.

### Resource Faculty

The resource faculty supports the development and maintains the integrity of the Centering Prayer method as well as programs that support the prayer. It is a consultative body to the Circle of Service.

### Chapter Resource and Communication Services (CRCS)

The CRCS is designed to provide communication, networking and support to coordinators and contact persons engaged in service to Contemplative Outreach chapters throughout the United States. This office is located in St. Louis, Missouri, USA.

For more information, contact [Susan Komis](#) (U.S.) or [David Muyskens](#) (international).



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