Guidelines for Helping at Peace Education Program [PEP] Sessions

*(contributions are from various PEP team members)*

**Introduction**:

The purpose of the PEP is to offer the chance for an in-depth understanding of individuals’ own inner resources that could potentially help them discover personal peace.

**What PEP Is:**

It is designed to introduce individuals to their own innate resources. Once they explore each of the ten-named resources, they determine for themselves what they will do with this information.

* The resources presented are tools that are inside each individual.
* The curriculum just helps people to recognize these tools.
* It is a bringing forth of an understanding in the participants as they listen.

**What PEP IsNot:**

* “Knowledge” is not mentioned at PEP session.
* There is **no** agenda to encourage anyone to get involved in *The Keys.*
* And people are not expected to relate to the speaker in any particular way.
* The PEP course stands on its own. Response to its simple presentation has been very positive.
* Many people have reported discoveries within themselves that have benefited them in their lives.

**Our Role in the Sessions:**

Like those that attend, we are students and here to offer support. We volunteer our time and resources. We will all be exposed to the learning process, which happens through listening. As feeling and understanding unfold, each individual will be discovering things for themselves and coming to his/her own conclusion.

**Trusting the Message:**

***We don’t need to add to what Prem is saying. Trust that being a student is enough of a contribution. Very little else need be said.***

**Communicating with Attendees:**

* If you are asked by any attendees during an expressions period to share your understanding, it is fine to do so.
* Keep it brief, simple and honest.
* If you focus on the speaker and his message, they will too.
* Refer to the speaker as *Prem Rawat*, or *Mr. Rawat,* or simply *Prem.* Use clear and relatable words, not jargon or ideas from the past.
* *Let the warmth of your own personality come through.*

**Listening Well:**

* It is very important to listen actively when someone is expressing.
* You don’t have to empathize with what is said.
* Just listen. Just be there.
* **Especially,** don’t correct or judge. Remember that no expression is right or wrong.

**Mistakes:**

* Many people have expressed concern that they will say something “wrong,” which may have a negative impact on the integrity of the PEP session or TPRF.
* People make mistakes. Do not beat yourself up ifyou make one.
* Also facilitators need to feel the support of their team around them.
* Any corrections or suggestions can be offered privately.

**Communicating as a Facilitator:**

* You are more like a host or hostess, welcoming the attendees, introducing everyone, introducing the themes, and the DVDs.
* You should be reasonably comfortable speaking in front of people.
* Be warm and friendly, yet informative.
* You should keep your voice loud and clear.
* Orchestrate the session without being overly controlling.
* You are the “glue” that helps the session to flow smoothly.

**Tips for Facilitating:**

* Preview the DVDs before you go and have a plan for the agenda.
* Research the location, the facility, and the environment.
* Know who the attendees of the PEP course are.
* Rehearse and practice what you want to say beforehand.
* Arrive early enough to set up the room.

**Timing:**

* Be on time. Respect the participants’ time frame.
* Be ready to lengthen or shorten the reflection or expression periods, as needed.
* If the participants seem fidgety, it may be a good time for a break or for handing out the illustrated article.

**The Presentation:**

* Introduce yourself and your team-mates.
* Have the attendees introduce themselves. Try to remember their first names.
* The initial introduction to the PEP course should be left to the narrator on DVD #1. But at each session introducewhich session number it is, the current session topic, how long it will be, and which materials will be distributed.
* Show the DVD and allow time for reflections. *(The narrator on the DVD will invite this…)*
* Ask the participants if they would like to share their reflections. Some may not feel comfortable to do so, especially in the beginning. That is fine. If they ask a question, direct them to themselves. Tell them that as they keep listening and enjoying, they’ll find the answer from within themselves.
* End the session and thank everyone.
* Debrief with other PEP members. Keep a record of what DVD was shown, how many attended, and any requests that were made.

**Suggestions forAll Attendees & Volunteers When Sharing Expressions:**

* Only one person speaks at a time.
* Keep it short so everyone has a chance to share.
* When speaking, address everyone in the room, not just the facilitator.
* It’s not a debate. There are no right or wrong answers. It is just an expression, so we respect each individual’s point of view.