

Richmond Mindfulness Meditation Group

Leading a guided meditation

Introduction

Leading a guided meditation is a wonderful way to contribute to the running of the Sangha.

We have a selection of guided meditations in a file in one of our “boxes” in the church hall or you can choose your own. If choosing your own, please use Buddhist or secular meditations.

In the next section, we present a few tips, drawn from practical experience, of how to lead a guided meditation.

How to lead a guided meditation

1. **Length:** We normally set aside 10 minutes for the guided meditation. There is no guarantee that the meditation you choose will take 10 minutes if you read all of it at an appropriate speed so it is important to rehearse it in advance and cut out material if necessary. Shorter than 10 minutes is not a problem – longer is!
2. **Your cue to start:** The facilitator will say something like “*now [name] will lead us in a guided meditation*”.
3. **Reading speed:** There are two aspects to this.
 - a. Read slowly with pauses at the punctuation. You are asking people to do something. Give them time to take in your instructions.
 - b. Allow time for people to do what you ask of them. So, instructions like “*picture yourself sitting as solid as a mountain*” need to be followed by a pause to give people time to do this. Counting, say, 10 breaths is a good way of determining an appropriate length of time for you to pause.

If you are using your own copy of a meditation, you may choose to mark where to leave a pause and how many breaths the pause should be.

4. **Reading volume:** Read loud enough so that the person opposite you can hear (not the person next to you!)
5. **Tone of voice:** Remember you are the “host” inviting your “guests” to follow the meditation instructions. Be calm and kind.
6. **Signal to the facilitator when you are done:** It is helpful to signal to the facilitator that you have finished reading the meditation. There are two ways of doing this:
 - a. Slight rustle of paper as if you are folding it up or putting down a book
 - b. Saying something like “*continue to rest in gentle awareness until the bell sounds*”.

Feedback: We hope you find this helpful. Please let us know if you have any suggestions for improving it.