

Open Space Meetings – Get out of the Box!

Every organization is faced with complex questions that no one can answer. Generating energy comparable to that of a good coffee break, Open Space is an innovative tool that encourages groups of any size to self-organize around questions they care about, getting things done in an efficient, cost-effective, and proven way.

1 Sponsor



When an aspiration or burning topic is identified, the sponsor works with the Open Space coordinator to schedule the meeting, compose the list of participants and identify a facilitator. The sponsor prepares the Open Space meeting with a single, clearly defined leading question that will frame the meeting.

2 Facilitator



A member of the organization, but outside of the leading question, or drafted in from outside, the trained facilitator leads the meeting and draws out the agenda from the participants.

3 Participant



Participants are selected based on their knowledge and potential contribution on the leading question. A minimum of 30 people, comprised of a diverse group of stakeholders, should deliver a meaningful and productive outcome. Attendance is always voluntary – that way, only motivated people attend.

