

## Leadership Café Format

The **Leadership Cafe** is based on World Cafe format and is designed specifically for meeting the leaders of the community. It creates a platform for open dialogue in an informal atmosphere that builds connections among speakers and participants, breaks down stereotypes, inspires leadership and fosters an open transparent democratic society. It is a simple and flexible format for hosting large group conversation. In a cozy atmosphere of a “city cafe” participants discuss burning issues e.g. reforms, anti-corruption, global trends, business and international development, etc.

### Before the event:

- Specify the major objectives and purpose of the event. Think about catchy title.
- Invite speakers - experts in various fields. E.g. reformers, government and NGO representatives, civil society activists, human rights.
- Collect high-quality photos and interesting quotes from the speakers so you can use this information while introducing them at the event. It's always a good idea to play with culinary vocabulary (e.g. “How would you cook corruption?”, “What is the secret ingredient of a leadership?”, “What is your recipe of a successful reform?”)
- Organize social media campaign and invite your target audience to the event.
- Set up the room so it resembles city cafe. Put cocktail or coffee tables, colorful table cloth, flowers, coffee/tea and light snacks, turn on background lounge music. Create an atmosphere for informal conversation as if people are meeting in a cafe.
- Prepare the equipment: mics, sound system, LCD projector, slides with photo images.

### During the event:

- Explain the rules of the event and the Cafe etiquette. Main rule - conversations are based on mutual respect.
- Introduce the invited speakers.
- Divide participants into groups around tables; there should be at least one speaker or “Master-Chef” at each table.
- Invite speakers to go to their tables. Participants get 10 minutes to ask questions to the speaker at their table. These might be questions about the speaker's background, projects, experience, failures and successes.
- After ten minutes, the participants will rotate from one table to the next. This ensures that all groups have a chance to talk to all of the guests.
- After rotation, the whole group reunites and share collective impressions and discoveries. Sample recap questions may include (but are not limited to):

What was the most surprising fact you learnt today?  
How will this experience change your opinions or perceptions?  
What was the most popular question from the audience?  
What was the most interesting question from the audience?

- Make sure to photograph the key moments.

### After the event:

- Collect feedback from all participants including speakers.
- Prepare report including major highlights, photos and quotes from the participants.

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