

Impromptu Networking Standard Work Instructions (20 mins)

<u>Purpose</u>: Rapidly share challenges and expectations, build new connections.

Materials:

- Open space for participants to move around
- Timer/bell for signaling rounds
- Optional: Index cards and pens for notetaking

Process:

- 1. Facilitator, Eric O., explains exercise and prompts [2 min]:
 - Impromptu Networking Slide:
 - 1. Introduce yourself (e.g. name, position, and organization)
 - 2. What big challenge do you bring to this gathering?
 - 3. What do you hope to get from and give to this community?"
 - "All in 90 seconds each! I know this will be a challenge for some of you..."

2. Networking Rounds (12 min total, 4 rounds of 3 min each)

For each round:

- a. Find a partner you don't know (preferably from different group/function)
- b. Introduce yourself briefly
- c. Share responses to prompts (90 seconds each person)
- d. Switch partners when bell rings
- Facilitator: Ring chime every 3 minutes
- Raise hand if you need a partner (visual management)

4. Quick Report Out [5 min]

Facilitator asks and briefly records responses:

- Who found someone with a similar challenge?
- Who changed their challenge after the first round? Why?
- Who improved in articulating their challenge?

Key Points for Facilitator:

- Encourage participants to meet new people each round
- Keep time strictly to allow for full process
- Ensure equal speaking time for each partner
- Emphasize the value of new connections and shared challenges
- Remind participants to go to a table with more people they don't know for at least the first round

Total Time: 20 minutes

Reference: https://www.liberatingstructures.com/2-impromptu-networking/

Note: With shorter rounds, encourage participants to be concise and focused in their sharing. The quicker pace may lead to more energetic exchanges and potentially more connections made.