

Name	Interdisciplinary working group meeting
Brief Description	Working Groups (also known as task forces, community action networks or strategy teams among others) are a small group of people who come together with a common goal/deliverable, acting as representatives (backbone staff) of the larger organization. The organiser appoints a small group of experts from different backgrounds, and an assessment is carried out by these specialists taking into account very different approaches to the subject.
Methodology	<p>Before the Event:</p> <ul style="list-style-type: none"> • Set the precise topic of discussion and suggestion on the actions to undertake • Choose and invite attendees • Define some ground rules to ensure effective communication and a pleasant atmosphere • Coordinate logistics • Provide background material and organise - and review- presentations, if there are some • Communicate broadly <p>During the Event:</p> <p>Ideally, working groups organise around three actions:</p> <ol style="list-style-type: none"> 1. setting the scope grounding on data of the current situation, 2. developing strategies and 3. driving the implementation of the strategies.
Estimated planning time needed:	10-20h
Estimated budget needed:	<p>Low</p> <p>Main entries: small room; paper material</p>
Objective	<ul style="list-style-type: none"> • Trust and relationship building • Problem analysis • Brainstorming and evaluation of solutions • Definition of strategies or action plans <p>They respond to Biovoices Goal A, networking</p>
Time estimated:	<2h
Target Audience:	Public Administration, Research and Education or Businesses suit better this format
Number of audience:	10-40
Group composition:	Heterogeneous grouping is envisaged

Level of Knowledge required and possible challenges	The organiser should have a sound understanding of the subject matter and be part of an organisation relevant to the activities of the working group
Facilitator skills	Highly skilled <i>(the atmosphere, dialogue and productivity of the meeting depends greatly on the facilitator. It is especially relevant, as the size of the group is small and with great deals of discussion)</i>
Example	<p>BIOVOICES MML: Bioeconomy and collaboration with other stakeholders in the olive sector https://www.biovoices-platform.eu/registeredarea/events/viewEvent/4629</p> <p>BIOVOICES MML: Marine biobased products: challenge for a sustainable innovation based on the three p's (planet, people, profit) http://pedal-consulting.eu/marine-biobased-products-challenge-for-a-sustainable-innovation-based-on-the-three-ps-planet-people-profit/</p>
Relevant sources	<p>How to organise a working group? https://larahogan.me/blog/running-working-groups/</p> <p>How to lead collective impact working groups? http://www.psnpalto.com/wp/wp-content/uploads/2011/03/How-to-Lead-Collective-Impact-Working-Groups-1.pdf</p>