

GENEVA PEACE FORUM 2026

IN-PERSON WORKSHOPS

DETAILED INFORMATION

LOCATION

All panels will take place at the [Centre International de Conférences Genève \(CICG\)](#) in Geneva.



SLOT AND ROOM ATTRIBUTION

Panel slots and room assignments are determined by the Geneva Peace Forum team to ensure overall programme coherence and thematic balance.

- The **date, time, and room allocation** will be communicated in the **selection email (by end of June)**.
- Requests for specific time slots will not be considered.

RECOMMENDED WORKSHOP STRUCTURE (90 MINUTES)

To ensure dynamic participation and meaningful exchange, workshops should follow an **interactive and participatory format**:

1. Opening & Framing (10 minutes)

- Welcome and introduction by the moderator/facilitator
- Introduction of speakers and participants (if relevant)
- Presentation of session objectives, methodology, and expected outcomes
- Short icebreaker or interactive prompt to engage participants

2. Interactive Workshop Session (60 minutes)

a. Context Setting (10–15 minutes)

- Brief presentation of key concepts, challenges, or case studies
- Framing of the main question or problem

b. Group Work & Interactive Activities (30–40 minutes)

- Participants work in small groups
- Each group addresses a guiding question or case
- Facilitators circulate to support and stimulate discussion

c. Plenary Exchange (10–15 minutes)

- Groups present key insights and proposed solutions
- Facilitators synthesize key messages and encourage reflection

3. Q&A and Closing (20 minutes)

- Open discussion and audience questions
- Reflection on key insights from participants
- Summary of main takeaways
- Sharing of follow-up resources or actions
- Closing remarks and acknowledgments

WORKSHOP FORMATS

Organizers are encouraged to select or adapt one of the following formats, or propose an innovative alternative:

Creative Workshop



Art-based and reflective sessions (e.g. drawing, collage, poetry, object-making) that foster emotional engagement, empathy, and collective reflection.

Simulation Workshop



Scenario-based exercises (e.g. negotiations, mediation, crisis response) designed to build practical skills in decision-making, collaboration, and conflict-sensitive communication.

Digital Peace Workshop



Hands-on sessions exploring tools such as early warning systems, social media analysis, and responsible AI use in peacebuilding contexts.

Futures & Scenarios Lab



Foresight-driven workshops using scenario-building and visioning techniques to explore long-term peace strategies and emerging risks.

Other Formats

Innovative formats are welcome. Applicants should clearly describe:

- Methodology
- Participant engagement approach
- Logistical requirements

SPEAKERS

- Maximum of **4 speakers per workshop**
- All speakers must be **physically present on-site**
- Organizers are encouraged to ensure **diversity** (sector, gender, age, geography, grassroots representation)
- **Travel and accommodation costs** are the responsibility of organizers

MATERIALS AND TECHNICAL SETUP

During your session, you may use:

- PowerPoint presentations
- Video content

Important:

- Bring materials on a **USB stick**
- Upload files to the room computer before the session starts

LANGUAGE AND INTERPRETATION

- The working language is **English**
- **Interpretation will not be provided**

If including non-English-speaking contributors:

- Provide your own interpretation **or**
- Use **pre-recorded videos with English subtitles**

MANDATORY DEADLINES AND DELIVERABLES

Concept Note Submission

- **Deadline:** Wednesday, 9 September 2026
- Required for programme finalization and website update

Must include:

- Final event title
- Event description

- List of organizers
- List of speakers (confirmed vs tentative)

Late submission will result in **event cancellation**.

Run of Show

- **Deadline:** Monday, 5 October 2026
- Required for technical coordination

Post-Event Report

- **Deadline:** Monday, 9 November 2026
- Short summary to be included in the official GPW report

COMMUNICATIONS

- A communications kickoff session will take place on **Wednesday, 2 September 2026**
- Organizers are responsible for promoting their session through their own channels
- Ensure coordination with your internal communications team

HUMAN RESOURCES

Organizers must provide:

- A **moderator/facilitator**
- Facilitators for group work

Strongly recommended:

- A **note-taker** to support reporting

ROOM SETUP AND ACCESS

- Access to the room is granted **30 minutes before the session**
- Room layout **cannot be modified**

During setup time, you may:

- Test and upload materials
- Brief speakers and facilitators

Support:

- Volunteers will manage seating and room reset
- A room manager will be available for assistance

Sessions must **end on time** to ensure smooth transition to the next workshop