

An invitation to get more involved with the

UK Evaluation Society

Current opportunities:

Election to the UK Evaluation Society Council for 2020 and 2021

In December 2019, **seven places** on the UK Evaluation Society Council will become available for re-election covering the 2020-2021 term of office, plus the position of **Vice President**.

**Membership of Council**

Council membership should be representative of the range of evaluation experience across the Society as a whole and so candidates are welcome from all sectors of evaluation and professional fields. They must be members of the UK Evaluation Society and be closely involved in evaluation. We are looking for candidates with energy, enthusiasm and commitment to advance the field of evaluation by taking an active part in Council activities and its working groups.

Positions are held for two years (it is possible to apply for re-election following this time) and the UK Evaluation Society year runs from January to December.

Specifically, and as outlined in our ‘Membership of Council: Policy Document’, candidates should:

* have recent and substantive experience in evaluation which can be in government, academia, civil society, international organisations, professional associations or private sector organisations. Candidates with a relevant degree and/or formal training in evaluation are particularly welcome.
* have the experience required to actively fulfil the aims and objectives of the Society, its working groups and the roles and responsibilities outlined in the accompanying policy document on Membership of Council.
* For Director roles – Treasurer, Secretary, President, Vice-President and Immediate Past President – additional skills may be required such as expertise in communication, social media, marketing, fundraising, leadership or financial management.

**Role and Responsibilities of Council Members**

Individuals elected to Council will be asked to take on the specific responsibilities outlined in our ‘Membership of Council: Policy Document’, including active involvement in one of the Council subgroups and/or regional networks or acting as a topic lead, participating actively in Council business in face to face meetings, by email, by attending the annual conference and by writing for the monthly e-bulletin and The Evaluator. They should always be prepared to be a spokesperson for the Society’s aims and objectives and to promote links with other professional societies. Please see the policy document for specific details of what is required before applying.

By joining the Council you will have the opportunity to:

* Develop relationships with key figures and practitioners in the UK evaluation community.
* Help to shape the development of key services to our members.
* Develop professionally.

**Vice-President Specification**

The Vice-President (VP) works closely with other members of the Council and the Society President to deliver on the Society’s priorities. The VP also takes part in key decisions for the Society such as strategy and procurement decisions. They will participate in the discussions across Council during the year as and where required.

As Vice-President, you should be involved in, or recently retired from, the commissioning, practice or management of evaluations. You should have broad-based understanding of evaluation, its practice and use, as well as the challenges and opportunities for evaluation in the 21st Century. You should have some experience in managing public, private or third sector organisations.

The Vice-President takes the lead on the Society’s annual conference. This includes:

* Leading the Conference Organising Committee
* Consulting on and identifying suitable keynote speakers
* Liaising with the keynote speakers, agreeing the content and logistics of their delivery and answering any questions they may have regarding the conference
* Consulting on and agreeing a conference theme and sub-themes
* Producing and promoting calls for abstracts and the conference more broadly.
* Reading, scoring and selecting the abstracts submitted by potential presenters
* With the organising committee, agreeing the final selection of abstracts and therefore the final content of the conference.
* With the organising committee, arranging abstracts into a coherent conference programme
* Co-ordinating with the Society Administrator and conference administrator, logistics and management

The Vice-President is a member of the UK Evaluation Society Council and is therefore expected to attend two quarterly meetings per annum, and to actively participate in at least one working group. Further details can be found in the Membership of Council: Policy Document.

When required, the VP will represent the Society at conferences of other organisations and use these and other opportunities to promote the Society. The VP may also be required to deputise for the President.

The Vice-President serves for two years. They are then expected to become President for a two-year term followed by a further two year term as Immediate Past President.

As Vice-President, you will be listed as a Company Director for the UK Evaluation Society (and need to be eligible to hold this role). This entails ensuring good governance of the society, carrying our Society duties in line with our constitution, and compliance with statutory duties / responsibilities.

If you would like further information about the VP role, please contact UK Evaluation Society President Julian Barr (jjfbarr@gmail.com)

**Nominations**

If you personally do not wish to stand for election, you may know someone who you think would make a good Council Member. If so, and you would like to nominate them, we ask that you approach them to see if they would be interested in standing.

Nomination papers are attached. Nominations must be returned by email to the UK Evaluation Society by **Thursday 31st October 2019**.

All nominations will be reviewed to confirm that they align with the policy document and only verified nominations will be considered for election. If more verified nominations are received than there are vacancies, an election will take place by all UK Evaluation Society members.

For more information about the nominations to Council or about other opportunities, contact Andrew Berry, Secretary, hello@evaluation.org.uk or visit our website [evaluation.org.uk](http://www.evaluation.org.uk)

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|  | **NOMINATIONS TO THE UK EVALUATION SOCIETY COUNCIL FOR 2020 AND 2021** |

Nominations are required for:

**Ordinary Council Members (7)**

**Vice President (1)**

Each member can propose one nomination for Ordinary Council Member posts and one nomination for Vice President. If you wish to be considered for Council yourself, please find a proposer and seconder, who are both members of the Society, to put you forward.

In addition to their CV, candidates are required to provide a supporting statement of between 300 and 400 words about why they would like to become a Council member or why they would like to become Vice President, their suitability for election and an indication of the specific areas they would like to work on to realise the Society’s aims and strategy, i.e. which working group(s) they would like to work on.

Nominations should be emailed to the UK Evaluation Society to arrive no later than **5.00pm on Thursday 31st October 2019.**

All nominations will be reviewed to confirm they align with the policy document and only verified nominations will be considered for election. If more verified nominations are received than there are vacancies, an election will take place by all UK Evaluation Society members.

I would like to nominate the following to serve on the UK Evaluation Society Council for 2020 and 2021:

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| --- | --- | --- |
|  | NAME OF NOMINEE | EMAIL AND TELEPHONE NUMBER FOR NOMINEE |
| AS AN ORDINARY COUNCIL MEMBER |  |  |
| AS VICE PRESIDENT |  |  |

PROPOSER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please print name)

EMAIL/TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SECONDER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please print name)

EMAIL/TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

UK Evaluation Society

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