

**Membership of Council: Policy Document**

1. **Background**

The UK Evaluation Society is the leading professional organisation for evaluation in the UK. It exists to promote and improve the theory, practice, understanding and utilisation of evaluation. We believe that evaluation makes an important contribution to improve human endeavour and we promote evaluations which support and advocate equality.

The Society has a diverse membership comprising evaluation professionals, practitioners, independent consultants and evaluation commissioners from national and local government, the voluntary sector and the research and evaluation community.

Members represent a range of professional fields of inquiry, such as education, health, social work, criminal justice, children’s services and community development, and various disciplines in the social sciences, economics and science and technology. We welcome members from all those working or interested in evaluation, from the UK and beyond.

The UK Evaluation Society mission is to:

1. Strengthen the evaluation profession
2. Support those working in the field of evaluation to develop good practice and innovation in a wider evaluation community
3. Advance evaluative thinking and the theory and practice of evaluation
4. Promote the value of evaluation and evidence for strategic and policy decision-making

Members of the UK Evaluation Society Council need to have the skills and expertise to help the Society to achieve its mission. We welcome skills/expertise such as IT, financial, communications, marketing, editing, evaluation contacts, reflective practice and more.

1. **Criteria for Council Membership**

Members of the Society’s Council are experienced in evaluation, have relevant skills and expertise, and take responsibility for the governance of the Society as well as its policy direction.

Hence they must:

* Be representative of the groups that constitute UK Evaluation Society membership
* Have a good understanding of the evolution of the field of evaluation and its purpose, and the similarities and differences with other disciplines social science
* Have a thorough knowledge of evaluation theory and practice, and especially current developments in the field, to inform policy direction
* Understand the historical development of the Society, its roots, values and constitution
* Have the ability to steer the Society through challenges and difficulties
* Take final responsibility for Society governance, reputation, events and outputs
* Bring specific expertise to further the Society’s aims

1. **Role and Responsibilities of Council Members**

Individuals elected on to Council will be asked to take on the following specific responsibilities:

* Active involvement in at least one of the 2020-22 Business Plan working groups and/or national networks. Our working groups are:
  + Strategy, business plan and continuity, strategic partnerships
  + Professional practice and events
  + Digital, communications, marketing and membership
* Commit to attending four Council meetings per year (Note: these are being conducted by Zoom for the foreseeable future)
* Follow up any action points assigned to them from Council meetings to the agreed timescale
* Participate actively in email discussions on Council business
* Contribute articles to eNewsletters and The Evaluator in line with agreed schedules and deadlines
* Attend the annual national conference and act as Chair for a number of presentations or keynote speeches
* Attend the AGM and encourage others to do likewise
* Promote the work of the Society and encourage membership within their evaluation community and other relevant allied groups
* Work with other professional societies and agencies to promote the aims of the UK Evaluation Society and the Guidelines for Good Practice in Evaluation

Council members who do not engage actively in their agreed duties/responsibilities or do not attend Council meetings will be kindly asked to stand down to create space for someone who can.

1. **Conditions for Membership of Council**

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, commitment and expertise to advance the field of evaluation and the Society’s aims by taking an active part in Council and working group activities.

Election to Council can be through a competitive process or by being co-opted to Council where an individual has specific knowledge, skills, expertise and networks to enable the Society to achieve its objectives. The preference is for members to be elected competitively.

Specifically, candidates for election 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, the Council working groups and the roles and responsibilities outlined above.
* For Director roles – Treasurer, Secretary, President, Vice-Presidents and Immediate Past President – specific skills are required such as expertise developing event/training portfolios, communication, social media, marketing, fundraising, leadership or financial management.

1. **Process for Nomination**

Each nominee must have a proposer and a seconder who are members of the Society. It is the responsibility of the individual seeking election to secure their proposer and seconder in good time to be considered for election. Similarly, it is the responsibility of the proposer and seconder to reassure themselves that the individual they are proposing:

* Is suitable and has sufficient experience
* Understands what the role will involve
* Is able to fulfill their duties to the Society

Where the proposer has identified a potential candidate, it is his/her responsibility to ensure that individual has given consent for the nomination to go 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, their suitability for election and an indication of the specific skills/expertise they could offer to work on to realise the Society’s aims and strategy.

Council elections take place in the autumn of each year with each new Council term beginning on 1st January and lasting for the following two calendar years (in this instance, 1st February 2022 to 31st December 2023). The nomination process will close at **noon Friday 21st January 2021**.

All nominations will be reviewed by a subgroup of Council to confirm they align with this policy document. Only verified nominations will be considered for election.