

Channel Research is pleased to announce a **short training course on 'EVALUATION OF HUMANITARIAN ACTION'**, in collaboration with ALNAP, facilitated by **Margie Buchanan-Smith** and **John Cosgrave**.

It will take place near Brussels from **Monday 14 June, to Wednesday 16 June 2010** inclusive. Participants are expected to arrive on Sunday evening at the welcome dinner and depart on Wednesday late afternoon.

The full price for the session is **€1,700** (Not including 21% VAT), including accommodation and meals, transport from Brussels airport or the station 'Brussels Midi' to the course venue, and the training itself and materials from Sunday evening until Wednesday early evening. An early booking reduction of 100 € will be provided for those participants who pay before 10 May. The maximum number of participants is 20.

The training will be at introductory-to-intermediate level, with the following aims:

1. To make evaluations of humanitarian assistance **more effective** in contributing to improved performance.
2. To improve the **quality of evaluation processes**.

The **learning objectives** of the course are to achieve:

- (i) Greater clarity of the purpose and objectives of EHA, and of the principal challenges of doing EHA.
- (ii) Better understanding of evaluation criteria and of the most relevant frameworks against which humanitarian assistance should be evaluated.
- (iii) A practical approach to planning, designing, implementing and following through on evaluations of humanitarian assistance.

The course is designed for those with some experience of the humanitarian sector, and is **open to evaluators, managers and users of evaluations**. It presents an opportunity for learning and exchange between participants from different backgrounds and who play different roles.

[NB a second, advanced module on evaluating humanitarian action will be held 17-18 June 2010 for experienced evaluators and evaluation managers. Participants from the introductory training are expected to gain evaluation experience before they attend the advanced module].

This 3-day training course is based on the ALNAP training modules for evaluating humanitarian action. The course will also introduce some new material, specifically:

- on evaluating policy as well as projects and programmes
- on innovative learning processes as part of the evaluation process.

Course Programme

Time	Monday	Tuesday	Wednesday (30 min earlier)
09.00	<p>Introductions – to the workshop, participants/trainers, administration, etc.</p> <p>The purpose of EHA What is the reason for evaluating humanitarian action? What can evaluation achieve?</p>	<p>Frameworks for evaluation. What frameworks can you use to assess performance against broader policies and standards?</p>	<p>Management How can you manage the evaluation process to produce a robust evaluation? What challenges are you likely to encounter?</p> <p>From Data to Reports How do you turn the findings from your fieldwork into a useful evaluation report?</p>
10.40	Break	Break	Break
11.00	<p>Purpose (continued)</p> <p>Initiating and planning EHA What steps should you take to commission and plan an evaluation?</p>	<p>Evaluation methods What are the typical evaluation methods in EHA and how do you choose between them?</p>	<p>Use and dissemination of EHA How can you promote real change based on your evaluation?</p>
12.40	Lunch-Break	Lunch-Break	Lunch-Break
14.00	Group work, based on the above sessions	Group work, on criteria, frameworks, and methods.	Group work on utilisation.
15.40	Break	Break	<p>Ethics What ethical dilemmas are you likely to face and how can you deal with them?</p>
16.00	<p>Evaluation Criteria and frameworks What are the standard evaluation criteria? What do they mean?</p>	Feedback and clarification on material covered so far.	Wrap-up, closure and drink Pick-up at 16.30
17.40	Wrap-up and closure	Wrap-up and closure	

We are starting early and closing early on Wednesday as many participants have evening flights from Brussels.

If you are interested in joining this course, **please fill in the application form** and send it back with your **CV** or a **short biographical notice**, preferably **before 1 June 2009** to:

Ms Maria Bak
E-mail: bak@channelresearch.com
Tel: +32 2 633 65 29.

Ms Bak will be happy to answer your questions and to receive your comments.

The training venue 'Orshof' is ideal for learning and reflection located in the Flanders a little north of Brussels. Orshof is surrounded by beautiful nature, ideal for a walk or a run and has bicycle rent and a swimming pond. Their staff does their utmost to service us during the training and their French inspired kitchen makes the experience an additional pleasure.

Orshof

Heymansweg 2
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www.orshof.be

