

What a UN evaluator needs to know

Introductory course on what evaluation is and how it is designed and managed



Nairobi (Kenya), 16-20 March, 2009

> Background

The Introductory Course is part of the UNEG/UNSSC Training Programme on Evaluation. The course represents a unique training opportunity offered in various locations in response to the demand of UN organizations. Between 2007 and 2008, a total of 384 participants from 84 different countries attended the nine courses that were offered. Attendees represented 42 UN agencies and 34 partner institutions. One hundred and ninety were male and one hundred and ninety-four were female. The course operates under a partnership agreement between UNEG and the UNSSC with complementary responsibilities in course design and development, planning, management and delivery, quality assurance and evaluation.

The **United Nations Evaluation Group (UNEG)** is a professional network that brings together the units responsible for evaluation in the UN system including the specialized agencies, funds, programmes and affiliated organisations. UNEG currently has 43 members.

The **United Nations System Staff College (UNSSC)** through its programmes and services helps UN organizations and their staff to develop skills and competencies necessary to fulfil their mandates more effectively. It serves as a distinct, system-wide knowledge management and learning institution providing strategic leadership, strengthening inter-agency collaboration, increasing operational effectiveness, enhancing stakeholder cooperation, and developing a more cohesive management culture.

The introductory course has so far been offered nine times: three times at the global level, five times at the regional level and once at headquarters level. Regional introductory courses have already been offered for the Arab States/Middle East and North Africa region, the Central and Eastern Europe and Commonwealth of Independent States region, the Latin America and Caribbean region, the Francophone Africa and the Asian regions. Course materials are available in English, French and Spanish. Some reference materials are also available in Arabic and in Russian.

> Target Audience

The course is targeted for UN staff, with initial priority to those who hold evaluation-related positions while preserving an inter-agency balance. This version of the course targets mainly UN staff from the Africa Anglophone region.

> Learning Objectives

This UNEG/UNSSC initiative seeks to enhance the professionalization of UN evaluators, promoting greater harmonization of approaches, methodologies, practices and tools within the UN family.

The course will provide an overview of key evaluation concepts, trends and tools relevant to the evaluation function within the UN system.

At the end of the Introductory course participants will:

1. Have a common understanding of what evaluation is and the different types of evaluation;
2. Have a better understanding of the role of evaluation in the UN System;
3. Further develop their knowledge and skills in evaluation design and evaluation methodology;
4. Be informed by the evaluation toolkit with basic understanding of quantitative and qualitative applications;
5. Have an overview on the management of evaluation;
6. Exchange experiences, lessons learned and good practices emanating from the UN system and international cooperation.

> Acknowledgements

The UNEG and the UNSSC would like to warmly thank the **UN-HABITAT Office of the Executive Director** and the **UNEP Evaluation and Oversight Unit** for their support in the organization of this course.

> Venue

The course will be held at the **UN Building, UN Avenue, Gigiri Complex P.O. Box 30522-00100 - Conference Room 14.**

> Language

The Course will be conducted in English. No interpretation service will be provided.

> Costs

There is a tuition fee of 500 USD per participant, which includes course materials, registration on-line, coffee-breaks, administrative support and all other meeting costs. Sponsoring UN organizations are expected to pay this fee and to cover travel expenses and subsistence allowances for any participants they nominate for enrolment in the course.

Deadline for payment: 5 March 2009.

> Enrolment

IMPORTANT: Deadline for enrolment: 27 February 2009 (12:00 AM +1 GMT)

Course enrolment will be limited to 45 participants. However, to be delivered a minimum of 30 participants is required. Certification of the course is conditioned on full-time attendance.

For more information and on-line registration, please visit
http://www.unssc.org/web/programmes/LS/index.asp?p=/web/programmes/OP/uneg_ad.asp.

> Further information

For further information on this course, please contact:

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