IOCE survey of Voluntary Organizations for Professional Evaluation (VOPEs)

I.   Basic profile information

Please type your responses in the right column. Save Word document with name of your VOPE in title. Send completed document to IOCE@earthlink.net

1. Name and acronym of organization (VOPE)	**Caribbean Professional Evaluators International Ltd.** **Trading as Caribbean Evaluators International** (CEI)
2. Geographic scope of organization *(See typology in right column; highlight appropriate level, delete others)*	1. Regional (multi-national) with Caribbean International membership
3. Contact Details	Names and e-addresses of up to three contact persons: 1: Meegan Scott – Email: meegan.scott@bell.net 2: Lennise Baptise - Email: lbaptiste.mepro@gmail.com 3: Valerie Gordon – Email: gordon.valerie@gmail.com Postal address of VOPE: P.O Box 2273, Kingston 8 Telephone: VOPE website URL: http://www.caribbeanevaluatorsinternational.org/ VOPE Facebook Page: https://www.facebook.com/pages/Caribbean-Evaluators-International/1413670852217746
4. a. Current formal/ registered membership – numbers of individuals, by their affiliation *(if known; please at least give total)* **4. b. Informal membership** (persons on your mailing list)	Government:**30%** NGOs/CSOs: Academics: CEI Charter/Country VOPEs, Other local VOPEs or Networks **1%** Regional VOPEs or Networks: Private sector (consultants):**50%** Other:**19%** **a. Total official membership**: 44 **b. Total informal membership**: Over 160 (Informal: Evaluators and Affiliate professionals)
5. Year VOPE was founded	2014
6. Current status (identify which)	- Legally registered non-profit - Charter and bylaws adopted - Guiding principles ⇒ Invest in technology for supporting the Caribbean Countries on a single piece of ground ⇒ Enable the growth and development of the evaluation profession ⇒ Enable the growth and development of Caribbean evaluation professionals (At home and overseas) ⇒ Research, anticipate, and respond to market needs with agility ⇒ Practice data-driven and evidence based decision-making ⇒ Reverse brain drain and leverage Caribbean Evaluation and Development talent in the Diaspora ⇒ Enable the development of Caribbean evaluation theory and practice ⇒ Deliver and foster the growth of evaluations that sustain governance, democracy, and promote sustainable development in the Region. ⇒ Recognize and reward members and volunteers who contribute to the growth of the CEI ⇒ Monitor, review, evaluate and adjust CEI strategy objectives and processes continually
7. Information about **growth**: evolution of the number of members or financial resources in the last 5 years.	The CEI will celebrate its first year in existence in February of 2015. Plans, Strategy Guidelines, targets, monitoring and evaluation systems, tools and processes are in place for growing and supporting CEI Charter/Country VOPEs; other independent VOPEs and Networks of Evaluators. The first CEI Country VOPE was established in Jamaica on December 13, 2014. Other countries are being mobilized and are on track with our target for

	growing CEI Charter VOPEs. There are a number of interested evaluators to be won over and others to be re-engaged; we are confident that we will grow a critical mass representative of the Region in the near term.
8. Purpose and mission of VOPE	**Our Vision 2017:** *"The Caribbean is served by a respected source of capacity development, networking, and information for and about evaluation, that is inclusive, and representative of its diverse individual, national and regional evaluation and development visions, at home and overseas."* **Our Mission:** "To accelerate the achievement of Caribbean Development results by increasing individual and national evaluation capacity; and ensuring access to relevant local research; as well as by growing wide demand and appropriate use of evaluation in the Region". **Our End Objectives:** "To strengthen the capacity of the [CARIFORUM](#) Caribbean to provide evaluation responses that are appropriate to the unique challenges; cultural; and development context of each country and the region as a whole. And in so doing preserve democracy, reduce social inequities and advance the achievement of the social, cultural, and economic goals as well as the aspirations of each country". **Our Core Values:** Caribbean Evaluators International values many viewpoints harmonized as one vision: • "We act from an ethical position; and we serve with integrity • Our excellence is driven by commitment, • professionalism and evidence-based research; • We are representative, inclusive, and embrace dissent and inquiry; • Transparency and confidentiality are integral; and are never compromised; • We will remain financially viable".
9. Current strategy and emphasis	**Priorities & Strategy Directions** ● Member Value Creation, Growth & Retention ● Professional development and certification ● Fundraising, financial & Human Resources ● Strengthen CEI Internal business processes and ICT Platform for improving and expanding member services ● Strengthen Caribbean evaluation capacity and culture of evaluation ● Consistent positioning of the CEI as the voice and leader in the development of Evaluation in the Region ● **Build integrated networks and partnerships for increasing access, value creation, and revenue growth** ● **Create new brick and mortar market spaces for ensuring financial viability** -- The CEI commits to ensure: • The growth and development of the evaluation profession • The growth and development of Caribbean evaluation professionals (At home and overseas) • The development of national and regional evaluation capacities • Peer-to- Peer learning, mentoring, and structured learning • The development of Caribbean Evaluation Standards • Research and publishing, and • The delivery of evaluation that sustains governance, democracy, and promotes sustainable development in the Region.

	The CEI will use primarily, Internet Technology, as a cost effective means of bringing members of the English Speaking Caribbean, including CARICOM members/affiliates under the umbrella of a VOPE through which it will drive and facilitate the process of strengthening the Region's monitoring and evaluation capacity; reverse brain drain; and advocate the increased use of evaluation in the Region. The CEI will host some face-to-face events, and will eventually facilitate the mixed use of Web based and local /national face-to-face solutions for delivering its solutions.
	Planned and current activities include: • Hosting professional development workshops, & speaker fora, panel discussions – (Initially online) • Facilitate research for growing regional subject matter expertise • Develop an online member learning and information portal • Publication of a Newsletter • Hosting of a bi-annual Conference • Caribbean M&E and Development Capability Database and Employment Support • Caribbean Evaluation Practice and Evaluation Culture Development Solutions • Evaluation Language Acquisition in the French, Spanish, English & Dutch • Ongoing stakeholder engagement & user needs survey • Engage regional and local political leadership, private sector, other stakeholders • Evaluator Certification
10. Organizational capacity: Please describe your governance structure, leadership, services provided, finances, human resources, linkages with other organizations, etc.	The CEI Board is served by a Board of Volunteer Directors, volunteer Executive Director, and 2 Volunteer Program Officers. We are currently in the process of recruiting members to the Advisory Committee of the Board as well as two Board vacancies, other Country leads. The CEI is also served by a group of international volunteers and one Intern, the group is a mix of independent volunteers and volunteers sourced through the UN Online Volunteer Service. The Centre for Leadership and Governance in the Department of Government, University of the West Indies, Mona is a major partner of the CEI. The CEI also supported organizations with sourcing Caribbean Talent. The CEI commenced operations with a group of Founding Directors who signed an abridged constitution for establishing the CEI. All founding members signed the responsibilities of Directors outlined in the Companies Act of Jamaica (2005). Those founding members formed the slate of officers that were to be elected as the first official Board of the CEI. We also advertised 3 additional vacancies via Twitter and our Newsletter. The CEI Jamaica Country VOPE was established by means of Parliamentary Procedure in December 2014. Regular members will volunteer for assignments, we also intend to access technical support through premier professional volunteer network, strategic partnerships and friendships.
11. Means of communication with members, e.g. newsletter, listserv, publication, website	Zoom online meetings rooms, YouTube, Email, Twitter, Facebook, Listserv, CEI LinkedIn Discussion Group. The Caribbean Evaluator (Official member newsletter)
12. Past events (e.g. during past year)	Meetings, presentations, and a position paper towards, the establishment of the VOPE, CEI Strategic Planning Workshop and related interviews, research & discussions; CEI Online Training Workshops, CEI Week —"Engage CEI", October 2014; Establishment of the CEI Charter VOPE Jamaica; Attendance at the AEA Conference in Denver; Engagement in Advocacy for encouraging Caribbean Leaders to adopt the UN Resolution on "Capacity building for Evaluation of Development Activities at the

	County-level",celebration of International Volunteer Day, General promotion of evaluation, Eval Year and the VOPE.
13. Forthcoming key events/ conferences – dates, location	Recruitment and installation ceremony for new board members; release of the PR version of the CEI Corporate Strategy Plan and Outcomes Report. CEI Eval Year Conference in Jamaica
14. Name and e-address of person submitting this information	Meegan Scott Magate.wildhorse@bell.net
15. Date of this update	10 January 2015

II. Experience with Evaluation Capacity Building

1. Background: Please provide a brief history of the formation of this organization (VOPE). 1.1 Who were/are the key players? 1.2 How many members do you have on your governing board/ committee? 1.3 What are the main existing strengths that your VOPE is trying to capitalize on? 1.4 What are the main challenges that your VOPE is trying to address?	1.1 A mix of practitioners and managers working in the public and private sectors within and external to the Caribbean region (Members are multi-disciplinary and includes international and development professionals who contribute to, commissions, or uses evaluations) 1.2 Six (6) 1.3 Understanding of the Caribbean cultural context; commitment to vision for change; strategic leadership skills 1.4 The need for: • Increasing regional, local, and national evaluation learning/knowledge pool; • increased use, and demand for evaluations; • enhanced relevance and effectiveness of evaluations; • professional development; • cost effective means of leveraging and developing local expertise • harnessing the regions talent and academic mind in the Diaspora
2. Organizational motivation: What were/are the driving forces of the VOPE and its historical development?	• The desire to improve knowledge, understanding, practice, and use of Evaluation in the English Speaking and CARIFORUM Caribbean. • Global trends towards professionalization of the evaluation profession • The desire to help the Region to leverage evaluation for improving the development results of the Region and to protect its democracy
3. Evaluation Capacity Building[1]**:** What has your VOPE done to promote evaluation (M&E) capacity?	• Information sharing via social media channels, CEI Web site, media releases, sharing of information related to courses and conferences, hosting of training workshops, promotion of Eval Year related information and images on our Internet channels and publications, implementing a volunteers orientation during which our volunteers are provided with learning resources, and are required to develop results based plans for their expected deliverables; we also engaged in advocacy (Sending letters to Caribbean elected leaders and via media releases) in addition to online discussions.
4. Context / target entities: More specifically, who are the persons or institutions your organization seeks to influence (to strengthen evaluation capacity)? For example: 4.1 Technical capacities to *supply* quality evaluations, partnering with experts, local universities or others to provide training for members, etc.;	4.1 Monitoring and Evaluation Professionals, Affiliate professionals who commission, support, use, contribute to evaluations 4.2 VOPEs and local networks of evaluators (formal & informal) 4.3 Researchers, NGOs, Civil Society, Departments of Government advocacy, Consultants, Educational Institutions 4.4 Researchers, NGOs, Civil Society, Departments of Government advocacy, Consultants 4.5 Caribbean serving Evaluators in the global community

---

[1] By evaluation capacity we refer to the capacity of individuals to produce credible and useful evaluations (supply side), but also to institutional capacities to call for and utilize evaluations (demand side).

4.2 Strengthening VOPE organizational capacity itself; 4.3 Enhancing the enabling environment for evaluation, including strengthening the *demand* for and use of evaluations by policy makers; 4.4 Influencing governmental policies related to evaluation, evaluation designs and implementation of M&E systems, etc.	
5. Public accountability: Is your VOPE helping to strengthen oversight and transparency of government programs? If so, in what ways? Can you share any success stories of evaluators or others promoting public accountability?	CEI has established the structure for delivering this kind of support and will roll out related interventions during 2015.
6. More specifically, what are some of the key themes for which you advocate? For example, are you promoting issues related to cultural sensitivity, equity, social justice, empowerment, transformation, gender, environment, poverty? If so, please describe or attach relevant documents.	CEI intends to address all the themes listed as the need and opportunity arises.
7. Methods: Experiences in strengthening skills of individual members, by (for example): • organizing workshops led by local experts; • organizing webinars with international speakers; • designing and delivering e-learning programmes; • administering mentoring programmes; etc.	The CEI is served by qualified and experienced educators, trainers, workshop and group process facilitators, public speakers, change management, and capacity building experts. Our experts possess a mix of local and international experience in designing and delivering education and training solutions.
8. Standards: Has your VOPE developed professional standards/ ethical codes/ competencies (or adheres to those developed by others)? If so, please provide documentation.	⇒ **The program evaluation standards developed by the [Joint Committee on Standards for Educational Evaluation](#) (JCSEE** ⇒ **The American Evaluation Association (AEA), [Statement on Cultural Competence in Evaluation (2011](#))** ⇒ **Technical Guidance Manuals** • **[Technical Guidance for Planning and Managing Impact Evaluation](#)** • **Technical Guidance for Integrating Human Rights & Gender Equality in Evaluation** ⇒ **Nonprofit Standards & Operational Guidelines** • Malcolm Baldrige Quality Standards and Performance Assessment Awards Program • Roberts Rules & Parliamentary Procedures • The adoption of a Results Oriented Evaluation System CEI Members sign a Member Commitment Code to the Standards above
9. Job opportunities: Do you share employment/ consultancy	We share employment/consultancy opportunities with evaluators and development professionals.

opportunities with evaluators on your database?	We are currently finalizing our new evaluation and development professionals' capacity database.
10. Progress and results: What progress has been achieved so far in any of the above or other domains? What are expected and unexpected results achieved?	The CEI realized several planned and unintended outputs and results which will be shared in the Outcomes Report. Below are a few of them. ⇒ Strategic Partnerships & alliances 6 ⇒ Collaborations 3 ⇒ Region representation of membership – 13 Countries ⇒ Media Releases published 4; published by 4 media houses ⇒ Featured in the UN Online Volunteer Service Newsletter ⇒ Listed in the Year Book of International Organizations ⇒ 5 Messages of endorsement & 11 favourable reviews and testimonials from volunteers ⇒ Information sharing in the 4 Official Language of the Region ⇒ Rollout out of 8 planned services ⇒ Plan documents and governance documents ⇒ Reporting tools and mechanisms ⇒ IOCE recognition ⇒ Registration as a legal entity and two registered brands ⇒ Volunteer Guide including Intellectual Property and Confidentially contracts ⇒ Tools and resources, models and schematics for growing and supporting VOPEs ⇒ Draft Education and Training Guideline Document ⇒ CEI Member Value and Rewards System ⇒ CEI Business & Revenue Models ⇒ Operations and Governance Work Hubs ⇒ Board Governance Kit and Job Descriptions (Board & Operations)
11. Lessons learned: Recommendations/ tips to others for good practices on how to organize and sustain VOPEs like yours.	During the early days when there is no years of commitment and opportunity to observe and evaluate new Board Members; ensure they serve an orientation period before allowing them full access to key documents such as your Strategic Plans, Guidelines and Models. Lessons learnt to date are relevant to the Caribbean and organizational context. Perhaps in another year or two we will be in a position to share something more general, however, we can share in relation to a specific question asked by another VOPE.
12. Next steps: What does your organization plan to do next?	To continue with implementing our strategic plan.
13. Willing to share with other VOPEs? For example, would you be interested in forming peer-to-peer partnerships with one or more other VOPEs to share lessons learned, advise each other? If so, describe what you would be willing to share / advice you would seek.	The CEI welcomes opportunities to form peer-to-peer partnerships with other VOPEs. The CEI has a two pronged approach for supporting VOPEs, we support CEI Charter VOPEs as well as independent VOPEs and Networks of Evaluators.
14. Suggestions: What ideas do you have for what should be included in activities of IOCE and the EvalPartners Initiative?	
15. Want to be actively involved? Does your VOPE want to be actively involved in IOCE and EvalPartners? If so, in what ways?	The CEI intends to participate fully in all activities of the IOCE and EvalPartners as a contributing member VOPE.
16. Would you be willing to write up a case study providing more detailed analysis of your VOPE's experiences?	We will be presenting a case study by the end of February.