

## Essential Skills Series

The *Essential Skills Series* consists of four, one-day **foundational** modules. The modules have been designed by the Canadian Evaluation Society to introduce and enhance program evaluation skills and promote the professional practice of evaluation across Canada. There will be opportunities for group exercises and discussion during the modules. Participant workbooks will be provided for each module.

The *Essential Skills Series* is of interest to:

- Newly appointed evaluation or program review officers
- Those who manage evaluation projects within their organizations; and
- Those who would like a refresher course on the main concepts and issues in program evaluation

Note that Intermediate workshops are also offered at various times through the year. We strongly recommend taking the Essential Skills Series before attending Intermediate workshops.

Fees: (includes continental breakfast, refreshments, lunch & module materials) Student spaces are limited. Proof of student status is required. One student who is willing to assist with hosting may attend at no cost. For this opportunity, contact Karen Sklash by March 7, 2012.

### CES Members

Per module	<b>\$310.75</b> (\$35.75 HST incl.)
All four modules	<b>\$1073.50</b> (\$123.50 HST incl.)

### Non-members

First module *	<b>\$475.75</b> (\$54.73 HST incl.)
Subsequent modules	<b>\$310.75</b> (\$35.75 HST incl.)
All four modules *	<b>\$1238.50</b> (\$142.48 HST incl.)

### CES Student Members (full-time students)

Per module	<b>\$124.30</b> (\$14.30 HST incl.)
All four modules	<b>\$406.80</b> (\$46.80 HST incl.)

### Student Non-members (full-time students)

First module *	<b>\$184.30</b> (\$21.20 HST incl.)
Subsequent modules	<b>\$124.30</b> (\$14.30 HST incl.)
All four modules *	<b>\$466.80</b> (\$53.70 HST incl.)

CES-ON HST #: 12276 9094 RT0017

## Registration Form

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Position \_\_\_\_\_

Please circle sector: Government  
College/University School System Health  
Non-profit Social Service Private

Experience in Evaluation: \_\_\_\_\_ year(s)

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

***Cheques are payable to CES Ontario. VISA & MasterCard are also accepted.***

Paying by: VISA  MasterCard  Cheque

Card # \_\_\_\_\_ Exp. \_\_\_/\_\_\_

Card Holder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Are you a CES member? \_\_\_ Yes \_\_\_ No

**Please register me for the following modules:**

\_\_\_ Understanding Program Evaluation

\_\_\_ Building an Evaluation Framework

\_\_\_ Improving Program Performance

\_\_\_ Evaluating for Results

*\* Fees for non-members include annual membership in the Canadian Evaluation Society ( \$165, students-\$60).*



# Essential Skills Series

**March 26, 27, 28, & 29, 2012**

**A 4-day series to be held at**

**Y.M.C.A.  
Community Room  
20 Grosvenor Street  
Toronto, Ontario**

Offered by the Ontario Chapter of the  
Canadian Evaluation Society  
[www.evaluationontario.ca](http://www.evaluationontario.ca)

Our mission is to build and sustain a vibrant evaluation community in Ontario by fostering the implementation of theory, research and evidence-informed practice to achieve evaluation excellence in the public, private and non-profit sectors and thus contribute to the betterment of society.

Dedicated to the advancement of evaluation theory and practice.

## *Understanding Program Evaluation*

**Monday, March 26<sup>th</sup>, 2012**

*John Allen*

*Dr. Arnold Love*

- ♦ Terms and concepts used by evaluators
- ♦ Trends in evaluation
- ♦ Benefits and uses of program evaluation
- ♦ The relationship between planning, management and evaluation
- ♦ Major models and types of evaluation
- ♦ Evaluation Standards of Practice
- ♦ How to make evaluations ethical and fair

## *Building an Evaluation Framework*

**Tuesday, March 27<sup>th</sup>, 2012**

*John Allen*

*Dr. Arnold Love*

- ♦ Considerations when developing an evaluation framework
- ♦ Basic steps for planning and evaluation
- ♦ Methods for needs assessments
- ♦ Methods for evaluability assessments

## *Improving Program Performance*

**Wednesday, March 28<sup>th</sup>, 2012**

*John Allen*

*Dr. Paul Favaro*

- ♦ Terms/concepts in process evaluation
- ♦ Key aspects of program performance
- ♦ Program monitoring strategies
- ♦ Data collection techniques

## *Evaluating for Results*

**Thursday, March 29<sup>th</sup>, 2012**

*John Allen*

*Dr. Paul Favaro*

- ♦ Measures of program outcomes
- ♦ Outcome monitoring systems
- ♦ Cost-benefit and cost-effectiveness methods
- ♦ Effectively communicating results
- ♦ Enhancing evaluation utilization

### **To Register**

**MAIL form with your cheque, or  
fax or email VISA or MasterCard  
information to:**

Karen Sklash  
3373 Church St.  
Windsor, ON  
N9E 1V3

**or**

fax: 519-969-0274

e-mail: registrar@evaluationontario.ca

# ***Essential Skills Series***

**March 26, 27, 28, & 29  
2012**

Registration 8:30, Course 9:00 – 4:30

The sessions will be held at the:

**Y.M.C.A.**

**Community Room (1st floor)  
20 Grosvenor Street  
Toronto, Ontario**

**Registration Deadline:**

**March 19, 2012**

**Register early, space is limited.**

**Cancellations:** We regret that no refunds can be made. However, substitute delegates are welcome.

For more information, contact Karen Sklash

Phone: 519-969-2498

e-mail: registrar@evaluationontario.ca

**Ontario Chapter Web Site**  
**[www.evaluationontario.ca](http://www.evaluationontario.ca)**

## ***Biographies of Facilitators for the Essential Skills Series***

### ***Arnold Love, Ph.D.***

Dr. Arnold Love is an internationally recognized Independent Program Evaluation Consultant based in Toronto, with more than 25 years of experience in evaluation. Arnold served two terms as President of the Canadian Evaluation Society and in 1996 was a recipient of the CES National Award for Distinguished Contribution to Evaluation. He has received the CES National Award for Contribution to the Canadian Evaluation Society and, in 2005, the CES honoured Dr. Love by making him a Fellow of the Society.

Dr. Love is author of numerous articles and several books in the evaluation field; editor of the Canadian Evaluation Society's *Evaluation Methods Sourcebook* Series and of special issues of *New Directions for Program Evaluation*, the *Canadian Journal of Program Evaluation*, and Harvard University's *Evaluation Exchange* publication.

### ***John Allen***

John R. Allen is a consultant assisting public sector organizations with strategic planning, performance measurement and program evaluation. He has worked in this field for more than 30 years as a public servant and consultant. He has worked with government clients at the federal, provincial/state and municipal levels in Canada and the United States

John specializes in performance measurement, program evaluation and strategic planning. He has worked with public sector clients at all levels throughout Canada and the United States, such as the Ontario ministries of Transportation, Community and Social Services, the New Brunswick Department of Justice and Consumer Affairs, the Nunavut Department of Environment, the Texas Department of Transportation, the cities of Ottawa and Waterloo, and a number of industrial sector councils. He is also an instructor at the Schulich School of Business.

### ***Paul Favaro, Ph.D.***

Paul Favaro is currently Chief of Research & Evaluation with the Peel District School Board, Mississauga, Ontario where he is responsible for all research, evaluation, and performance measurement activities in the Board.

Dr. Favaro has lectured extensively in program evaluation, education, and management science, at York University, the University of Guelph, and the University of Waterloo. He has also conducted numerous professional training workshops in outcome monitoring, performance measurement, and program evaluation for the Canadian Education Society and other professional organizations.

Dr. Favaro has served on Boards of a number of organizations including the Program Evaluation Section of the Canadian Psychological Association, the Canadian Evaluation Society Ontario Chapter, and the Canadian Evaluation Society National Council. In 2010, Dr. Favaro was honoured as a Fellow of the Canadian Evaluation Society.