



Commonwealth Evaluation Community of Practice

Purpose

The Commonwealth Evaluation Community of Practice (CoP) aims to bring together people with a role or an interest in evaluation who have a desire to work collaboratively to learn, share and build the evaluation capability of its members.

Building on the [Commonwealth Evaluation Policy](#) (the Policy) and the [Evaluation Toolkit](#) (Resource Management Guide 130), the CoP aims to help embed a culture of evaluation and learning from experience to underpin evidence-based policy and delivery. By connecting people from across the Commonwealth who are committed to sharing information, experiences and resources, and learning from each other, the CoP will help to support and promote better practice evaluation and performance management across the policy cycle.

CoP events, communication and engagement will focus on:

- working together to embed a culture of evaluation and learning
- supporting evaluation capacity and capability building across the Commonwealth
- maturing evaluation practices across the Commonwealth
- sharing experiences, expertise and resources
- practising evaluative and reflective thinking, and collaborative problem solving
- collaborating on enabling tools and resources to support better practice evaluation
- providing a platform to share draft materials and develop ideas/files collaboratively
- contributing ideas to continue to enhance a service-wide evaluation approach
- building a supportive professional evaluation network across the Commonwealth.

Membership

The CoP is open to all Commonwealth officials with a role or an interest in evaluation.

Operating approach

The CoP will operate under a hybrid model, including both online and face-to-face communication and engagement methods. This will leverage the significant shift in workforce culture and practises to help maximise the reach and impact of the CoP, with regular opportunities for online engagement between members who are geographically dispersed.

All members will be informed about upcoming events. The primary method of communicating between members outside of scheduled events will be via a [GovTEAMS](#) community.¹

¹ We will provide a quarterly update to members who do not have a GovTEAMS account.

Members will have access to:

- **Community events** – a combination of online, face-to-face, and hybrid events will support real and virtual engagement and information sharing between members. This will include the opportunity to participate in:
 - **Formal community forums (open to all members)**. Forums will be the primary networking opportunity for all members to discuss better practice evaluation approaches. Presenters will focus on sharing insights and learnings, good practice examples of how the Policy and Toolkit are being applied, complex challenges, and/or approaches to help build evaluation capabilities, practices and culture across the Commonwealth. Active participants and observers welcome. Mixed formats will be used for the forums (online, face-to-face and/or hybrid). All members are encouraged to participate, where it is convenient to do so.
 - **Informal collaborative workshops (opt-in based on common interests)**. A series of workshops (ad-hoc and as required) will provide opportunities for members to collaborate on topics of common interest. Workshops will operate under “Chatham House Rules”, with scheduling and participant numbers determined on a case-by-case basis. Collaborative workshops are designed to bring people together, break down barriers, generate ideas, and help to develop solutions to complex and multi-faceted issues. Where these events are online, the default protocol will be cameras on (technology permitting). Members are encouraged to participate in workshops where the topic is an area of interest or relevant to their line of work. Members are not required to attend all workshops.
- **Discussion board** – online discussion fora to support engagement and dialogue between members outside of scheduled events. This will be conducted using the chat function on the Commonwealth Evaluation GovTEAMS community. The chat will be available at all times meaning members are encouraged to start or add to a conversation at their discretion.
- **SharePoint workspace** – opportunities to share and collaborate on files and ideas, including access to an “Evaluation Hub” on the Commonwealth Evaluation GovTEAMS community. This workspace will help to facilitate a collaborative approach to creating and sharing resources to help improve evaluation capabilities, practices and culture across the Commonwealth. Members will have the opportunity to contribute to the design and development of new resources, and to collaborate on tools and approaches that can be used to review and boost evaluation capabilities in their entity. Members may also like to seek input from others on their own evaluation documents.

Term

The CoP was launched in September 2022. These terms of reference are ongoing and will be reviewed as required.