

DAY 1 – Friday 22 January 2016

Time	Session detail
9:00 – 9:30	Introduction and overview
	Introduction to the values-based evaluation approach and workshop program. Overview of the day. Collective stakeholder mapping
9:30 – 10:15	Session 1: Eliciting Values
	Show participants the proto indicator format so they know what we expect to get out of this activity. Elicitation context: what is valuable, worthwhile or meaningful to you in your work at the Red Cross - in promoting humanity / humanitarian education? Method: photo elicitation Outcome: potential list of ideas and examples that could be converted to proto-indicators
10:15 – 12:00	Session 2: Prompting new thoughts
	<i>NB: participants will have some time to go through on their own, and can get refreshments or take a short break during this time</i> Using 'WeValue' list of prompts – with some pre-selection from HKRC. Identify statements with consensus and that at least one person has a very strong feeling about
12:00 – 13:00	Lunch Break
13:00 – 13:15	Activity – warm-up (group corporal picture)
13:15 – 15:00	Session 3: Making sense of values (identifying missing indicators and localizing)
	Use 'house' or 'tree' metaphor to ensure all important values statements are captured and bring together sessions 1 and 2 to have a complete set of proto-indicator cards that can be further localized in the afternoon.
13:15 – 15:00	Session 3 (ctd): Making sense of values (identifying missing indicators and localising)
	As a group, making all proto-indicators more specific and localized as far as possible by writing them out. As far as possible, provide a rough translation in Chinese for each indicator. Start to cluster in terms of values, and identify some ideas for values words/sentences that could structure the indicators. Facilitators to note these on post-its.
15:00 -15:30	Break
15:30 – 16:00	Session 4: Possible assessment approaches
	Introduce concept of indicators useful for different purposes. Identify indicators that are useful for evaluation purposes.

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	Select 1-3 more specific indicators that have been identified as being useful to measure, and work through how this might be assessed (for instance, this may be different within different programs)
16:30 -17:30	Overview of next few days and translating into Chinese
	<p>The final session will include a brief reminder of the workshops that will take place following the first one. The facilitators will ask program leads how involved they would like to be in contributing to workshop facilitation. They will also be invited to help facilitate other program workshops if they are interested in potential facilitator certification.</p> <p>This session will also provide some final time for translating indicators into Chinese.</p>

DAYS 2 AND 3: Workshops with program teams and stakeholders – 4 hours

Time	Session detail
15min	Introduction and overview
	Introductions and overview of the workshop objectives in context of four days' work.
45min	Session 1: Eliciting Values
	Show participants the proto indicator format so they know what we expect to get out of this activity. Elicitation context: what is valuable, worthwhile or meaningful to you in your work at the RC – in promoting humanity / humanitarian education? Method: photo elicitation Outcome: potential list of ideas and examples that could be converted to proto-indicators
1hr	Session 2: Prompting new thoughts
	Using translated 'WeValue' list of prompts – with some pre-selection from HKRC. Identify statements with consensus and with one strong vote but no consensus.
10min	Break and activity
	Human orchestra?
1hr20min	Session 3: Creating a localized framework
	Identify missing indicators from first elicitation – use house metaphor if useful to ensure all important aspects are captured. Making indicators more specific and localized as far as possible and writing these out. Then identifying which ones are going to be used for evaluation.
15min	Session 4: Possible assessment approaches
	Identify 2 indicator the group would like to assess and work through examples of assessments
15min	Wrap-up

DAY 4 Final workshop: towards an integrated framework

Time	Session detail
9:00 – 9:30	Overview of the day
	Check-in following weekend of workshops. Overview of objectives
9:30 – 11:30	Session A: Developing an integrated framework across programs
	Facilitators will have prepared map of indicators from all previous sessions. Participants will map these against each other and decide how is best to structure the overall framework. Outcome: Identification of proto-indicators for each program and for the Promotion of Humanity work as a whole, and how these relate to each other.
11:30 – 12:00	Session B: Mapping values to indicators
	Start this session before lunch by identifying the values that the group would like to map against the indicators. Assign a color to each value word/sentence
12:00 – 13:00	Lunch Break
13:00 – 13:30	Activity – warm-up
	Have stakeholder map on the wall – invite people to put a sticker / draw something if they think that that stakeholder’s point of view is captured in the indicators/statements
13:30 – 15:00	Session B (ctd.): Mapping values to indicators
	Group to individually assign a value to each indicator by placing the relevant coloured dot next to it. Plenary: discuss where there is consensus or not consensus. Decide whether it is ok for indicators to overlap and represent different values. Then consider ALL the indicators for one value and identify whether there is anything missing
15:00 – 15:30	Break
15:30 – 17:00	Session C: Developing the assessment framework
	Part 1 (30min) Go through indicator framework and collectively agree which ones are important to be assessed. Check relevant box on the indicator card Part 2: co-develop at least 3 assessment tool templates
17:00 – 18:00	Next steps
	Overview of outcomes from all 5 days. Outline next steps.