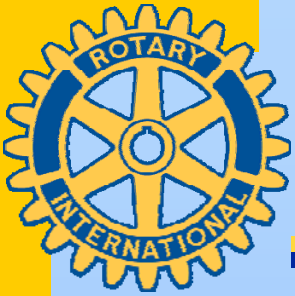


# ***Rotary International Program Evaluations***

Becky Fontaine, Chair, District 5020 Youth Exchange Committee

Liisa Stjernberg, Chair, District 1420 Youth Exchange Committee

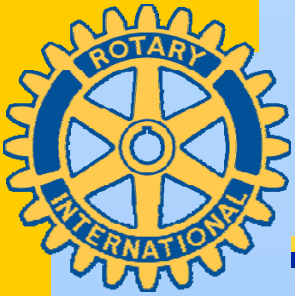
Thomas Woods, Senior Coordinator, Youth Exchange Section, RI Programs



# History

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- 2008 – present
- 20 district evaluations performed in 15 countries
- Approximately 4-5 per year
- Multidistrict involvement varies
- Confidentiality
- Developing self-evaluation and peer-to-peer evaluation materials



# Purpose

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- Ensure certification guidelines are met at all levels
- Learning opportunity
  - Unique aspects of each district's program
  - Volunteer contributions/challenges
  - Student experiences

***Our goal is that the experience be beneficial  
for all involved.***



# District Selection

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- Frequency based on regional participation
  - 1 evaluation/ year in Europe, North America and South America
  - Rest of participating regions rotated
- District profile, size, make-up
- Complaints involving district



# Evaluation Team

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- RI staff member from Youth Exchange section or Programs Division
- Interpreter (if needed/available)
- Rotarian
  - Provide insight into culture/legal system
  - Encourage cooperation
  - Ensure objectivity/fairness
  - Provide feedback on evaluation process



# Timeline

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**4 months out** – request for evaluation

**3 months out** – guidelines sent to district

**2 weeks out** – schedule confirmed

**Evaluation** – usually completed in 2-3 days

**2 weeks after** – Rotarian provides feedback

**3-4 months after** – findings report  
presented to district



# Logistics

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- Location
  - *Determined by district, as convenient*
  - *No-cost meeting place preferred, but budget for conference room rental*
- Interpretation
  - *Available in RI standard languages*
- Local accommodation, travel, meals
  - *District not responsible – RI funds budgeted*



# Document Review

- Usually 2-3 hours at start of evaluation
- All documents to be left in district
- All documents for current year
- What are we looking for?
  - *How are they retained/secured?*
  - *How is access granted?*
  - *How is information (home visits, etc.) documented?*

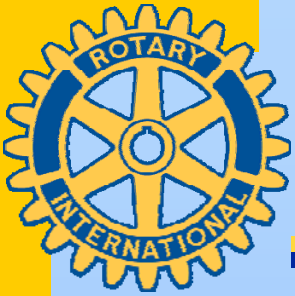




# Required Documentation

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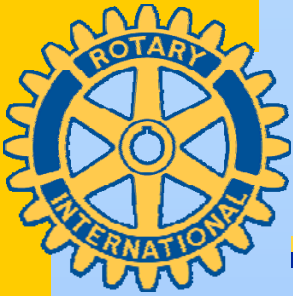
- Certification documents
- Training materials
- Selection/screening documents
  - *Volunteers and host families*
  - *Inbound and outbound students*
- Inbound student materials
- Administrative materials
- Promotional materials



# Interviews

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- Scheduled by district
- Duration varies, based on size of group
- Only interviewees and evaluation team present
- OK if roles overlap or some roles don't apply in your district!



# Required Interviews

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- District Youth Exchange chair (separately)
- District Youth Exchange committee\*
- Multidistrict representative\*
- District youth protection officer/committee\*
- Club Youth Exchange officers\*
- Club counselors
- Host families
- Outbound students' families
- Current inbound long-term students
- Current inbound short-term students
- Recently-returned outbound long-term students

\* If applicable/available



# Findings Report

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- Comprehensive snapshot of your program
  - *Highlight unique strengths of program*
  - *Communicate successes/challenges of students and club-level volunteers*
  - *Share ideas learned from other districts*
  - *Clarify policy requirements*
- Determine timeframe for district to address all policy concerns



# RYE

# FINLAND

*Finland and Estonia –  
Certified youth exchange  
countries*



# EVALUATION STARTS WITH A DISCUSSION





# Preparations

- ALL FILES MUST BE IN ORDER
- MAKE "100 CALLS" AND TRY TO REACH ALL INVOLVED
- ARRANGE MEETING PLACES, HOTELS AND MEALS
- CANCEL YOUR DAILY WORK





# EVALUATION

## The best part of it







## Impressions of the process

- HEAVY TIMETABLE (ESPECIALLY FOR SUPERVISOR KATE HOEPEL)
- SUPERVISOR NOTICES EVERYTHING
- RI STAFF HAS PRECISE INSTRUCTIONS
- THRILLING EXPERIENCE



# ROTEX - ADD VALUE





# CONCLUSIONS

- EVALUATION IS A GOOD WAY TO FIND OUT POSITIVE AND NEGATIVE SIDES OF YOUR RYE ORGANISATION
- THE REPORT OF RI FINDINGS IS NOW OUR "BIBLE"
- AFTER THE EVALUATION WE HAVE HAD PROBLEMS WITH SOME STUDENTS AND THE COMMUNICATION WITH RI STAFF HAS BEEN EXCELLENT
- WE FEEL THAT SUPERVISOR KATE HOEPEL REALLY HELPS US IF NEEDED



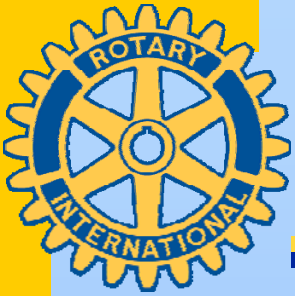
# FINNISH STUDENTS STARTING THEIR YEAR IN N.Y.



Rotarynuorisovaihto / Monipiiri VIII 2006



# THANK YOU



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**Questions?**