

Watershed Council Self-Evaluation Instructions

Purpose:

The purpose of the watershed council evaluation is to celebrate successes, identify concerns related to organizational development, and to develop actions to address the concerns identified.

Method:

The self-evaluation includes three steps:

- (1) Each council member will complete two checklists. The first prompts them to think about their role on the watershed council and identify individual actions. The second checklist prompts council members to evaluate the council's operations and functions.

Council members may complete this step during a regular council meeting, as part of a longer special meeting or work session, or on their own before a facilitated session.

- (2) In a facilitated session, the full watershed council works together to identify a set of common concerns using the completed checklists.

The council engages in a facilitated discussion of concerns during a retreat, work session, or regular council meeting to identify priority concerns.

- (3) The council plans action items to address the concerns identified.

Council members consider the concerns identified in Step 2 for each section and propose actions. This may be accomplished during the facilitated session or meeting, or can be assigned to working groups of council members who meet between regular council meetings.

Other Logistics:

- OWEB staff are working to identify facilitators to assist watershed councils with the self-evaluation. Councils may complete the facilitated sessions with their own facilitator. OWEB prefers that the facilitator be able to offer an independent evaluation of the process.
- The watershed council is responsible for writing up the results of the process, but we ask that the facilitator sign off on the results to verify their role in the process.
- The facilitated session(s) consists of break-out groups and large group sessions with the facilitator roving among the break-out groups. The council needs a room large enough for break-out group discussions and flip charts to record concerns and action items.
- The checklists are not intended to be turned in and OWEB will not "grade" councils based on the results. Council members are encouraged to give their honest opinion and share their concerns.