

REQUEST FOR FACILITATOR

for the Manitoba Chapter CES Essential Skills Series (ESS) 2026 Workshops

Released: **Monday February 2, 2026**

Closing: **Monday March 2, 2026**

Overview:

To help increase and support the practice of evaluation within the province, the Canadian Evaluation Society Manitoba chapter (CES MB chapter) is seeking an experienced facilitator to lead four, day-long (e.g., 9-4 PM) in-person workshops in fall, 2026. The workshops will utilize the content from the CES National E-Institute's Essential Skills Series (ESS)¹, and includes adding Manitoba-focused examples to enhance relevance for participants. CES MB will manage all logistics for the workshops (e.g., advertising, registration, location), but will not cover costs associated with travel or accomodation.

Background:

The mission of the CES MB chapter is to increase the value and professionalization of evaluation, advance evaluation theory across the province in the private, public, and non-profit sectors in partnership with other chapters across the country.² Our values are Inclusiveness, Social Commitment, Accountability, Transparency, and Innovation. For more information please visit our [website](https://cesmb.ca/about-ces-mb/) (https://cesmb.ca/about-ces-mb/).

The ESS is an introductory course for those new to program evaluation work and those who have not taken an evaluation course. Using case studies throughout the course to help participants solidify their learning, the ESS educates participants on planning and conducting evaluations within the Canadian landscape and includes evaluation standards, competencies, and guidance on ethical practice. Completing the course will educate participants in the CES competences of: reflective, technical, situational, management, interpersonal.

¹ [e-Institute](#)

² [About CES MB – CES Manitoba Chapter](#)

Course Objectives and Deliverables include:

- Describing the role of evaluation within a program life cycle;
- Explaining common evaluation terminology, functions, and approaches;
- Identifying the steps in planning and conducting evaluations;
- Describing the use of common social science data collection methods in evaluations;
- Describing the use and value of project management concepts;
- Outlining how to support using evaluation findings to produce actionable reports;
- Recognizing evaluation standards and ethical principles, and their roles in the national professionalization of evaluation.

The value of providing the ESS is to be in accordance with National CES, as well as the ability to provide attendees with a National CES certificate of completion.

Timeline:

- The workshops will run in the fall of 2026 (in accordance with the facilitators availability);
- Workshops will be in-person, at an accessible location in Winnipeg (to be determined);
- Workshops will take place two days a week over two weeks, for a total of four sessions.

Submission of Proposal:

Please email the [Professional Development \(PD\) chair](mailto:pd_cesmb@evaluationcanada.ca) (pd_cesmb@evaluationcanada.ca) by

Monday March 2, 2026 and include the following:

- Your name and contact information;
- A brief description of your evaluation background and experience;
- A brief description of any similar facilitation work you have done;
- Your fee for course preparation and leading the four sessions. You are welcome to bring in specialized experts for a specific topic(s). If you choose to do so, you will be responsible for any associated costs (e.g., their fees).

Thank you for your interest in applying for this opportunity. Only successful candidates will be contacted after the closing date. All other suitable candidates will be added to our roster for future facilitation opportunities. The closing date to apply is **Monday March 2, 2026 at 11:59 PM CT.**