Monitoring and Evaluation Workstream
STH Coalition
TERMS OF REFERENCE

OFFICIAL NAME

Monitoring and Evaluation Sub-Committee of the STH Advisory Committee; *also known as* Monitoring and Evaluation Workstream of the STH Coalition

PURPOSE

To provide scientific and technical guidance on monitoring and evaluation of STH control programs to the STH Advisory Committee, the STH Coalition, and the STH community at large.

GOALS

1. Monitoring and evaluation of STH control programs will be adequate to achieve WHO targets for 2020 and the programmatic goals of the STH Coalition.
2. Robust, measurable, practical indicators and annual milestones will be developed and used by the London Declaration "scorecard," a tool to track progress toward the WHO 2020 targets.

MEMBERS/COMPOSITION

The M&E Workstream will be chaired by a member of the STHAC. The Workstream should include members of the STHAC as well as members of the STH Coalition at large. The chair plus two additional STH Advisory Committee members will make up the core group of the workstream. As with other STH Coalition workstreams, participation in the M&E Workstream is open to all interested persons (members-at-large).

ROLES / RESPONSIBILITIES

Roles and responsibilities of the chair of the M&E Sub-Committee:

- Serve as main point person(s) for workstream
    - Schedule and conduct periodic (e.g., quarterly) workstream meetings
    - Develop meeting agendas and identify critical topics for discussion and action
    - Provide regular updates to CWW of workstream activities
    - Monitor progress towards workstream goals
    - Engage with other workstreams through bi-annual meetings and on an ad-hoc basis
- Review specific commitments and goals from workstream partners
    - Align partner commitments and responsibilities to priority areas
    - Motivate partners to translate commitments into accountable actions
- Challenge the thinking of the workstream and encourage new avenues of collaboration
    - Facilitate the group in advancing its progress and prioritizing its work
    - Identify areas where additional input or data are needed

Roles and responsibilities of workstream participants

- Engage actively with workstream
    - Attend and participate in meetings
    - Share organizational targets and goals
    - Provide updates on progress towards agreed-upon goals
- Align organizational work with overall workstream objectives
- Attract and engage other interested internal and external stakeholders

TENURE

STHAC members serve for a term of three (3) years and may be reappointed for two or more consecutive terms. As STHAC members rotate off the STHAC, they may continue to participate in the M&E Workstream. However, the chair of the Workstream will be a member of the STHAC.

DECISION-MAKING

Decisions will be made through dialogue and consensus. A quorum will be met when the chair and four additional Sub-Committee members are present.

COMMUNICATIONS & MEETINGS & LINKAGES

Sub-Committee members will communicate quarterly by teleconference, as well as by email and face-to-face at the annual STHAC meeting. Additional teleconferences will be scheduled as needed to carry out workstream tasks Meeting minutes will be posted at STHCoalition.org. Recommendations from these meetings will be forwarded for debate and possible endorsement by the entire STHAC.

OPERATIONAL CAPACITY

Members of the workstream will actively engage with the workstream as described in the roles / responsibilities of the workstream. Staff of Children Without Worms will assist the workstream chair in note-taking, scheduling, logistics, strategy, and other areas as needed.