



Bridging the gap between policy and knowledge
on biodiversity in Europe

Guidance Note 10 The Eklipse Alumni

1) What is the Eklipse Alumni?

The [Eklipse alumni](#) is a wide and constantly growing group of individuals who have been involved in Eklipse bodies or groups. As such, the alumni possess unique expertise and understanding of the Eklipse mechanism. The Alumni body includes any individuals that have been a member of: the [EKLIPSE project partners](#), the [Knowledge Coordination Body \(KCB\)](#), the [Strategic Advisory Board \(SAB\)](#), the [Methods Expert Group \(MEG\)](#), the [Expert Working Groups \(EWG\)](#) or the [Eklipse Management Body \(EMB\)](#). Inclusion in the alumni body is automatic following participation in an Eklipse body, however certain roles of the alumni require selection or volunteer self-nomination.

2) What are the roles of the Eklipse alumni?

Building on their expertise and understanding, the alumni have a number of different functions:

ALL ALUMNI:

Ambassadors of the Eklipse mechanism

All Eklipse alumni have an important role as ambassadors of the mechanism. This can include promoting the Eklipse mechanism within their networks or institutions, and helping disseminate calls or news from the Eklipse mechanism.





SELECTION OR SELF-NOMINATION ROLES:

Mentoring

- **Role description:** Selected alumni have a key role in providing mentoring support to members of the Knowledge Coordination Body, Eklipse Management Body and Methods Expert Group. This mentoring can be regular or ad hoc, depending on the needs of members. Mentoring is expected to be provided through one to one or group discussions, as well as shadowing. For example, the mentor could shadow a new member of the KCB through a scoping process, providing feedback on what worked well and what could be improved, to build the new KCB member's confidence and understanding of the process.
- **Process / terms:** Mentors are self-nominating and can put themselves forward at any time. For each request, a mentor will be selected from the self-nominated pool to volunteer within their former groups (i.e. a former KCB member mentors within the context of the KCB, etc.) to support the process. Mentors serve for specified time periods or for particular parts of the given process.

Evaluation and feedback

- **Role description:** A key part of the Eklipse project was its formative evaluation, which allowed constant improvement of Eklipse processes, and allowed the early identification of potential problems or issues so that they can be addressed more effectively. An alumni group is best placed to contribute to continuing this activity as they are familiar with the processes and mandate of Eklipse and can contribute to the institutional memory.
- **Process / terms:** Selected members of the alumni will take on the continued formative evaluation of the Eklipse mechanism, through a more light-touch approach, but one which still ensures that all Eklipsers (whether from the KCB, EWGs, MEG, SAB or EMB) are heard and their feedback is reflected on for future processes. The selected members of the alumni are responsible for sending the evaluation google form out to the relevant expert working group (at the end of their work), analysing the feedback received from various groups (e.g. EWGs at the end of a request), and feeding back to relevant bodies in order to address potential issues and improve future processes.

The Formative Evaluation group's work period is a 3-year mandate; the work period should close with a report and a work plan which the new group can start working with. The work plan needs to be agreed on by the FE group and the other bodies; then the EMB or Alternet can oversee the task of review and/or it becomes a task of the group. Updating/reporting to Alternet and potentially the SAB should occur once a year.

Overseeing the ethical infrastructure

- **Role description:** The Eklipse processes may, at times, lead to complaints. This alumni group will be familiar with the processes and mandate of Eklipse, but are not internal to allow for an independent perspective.
- **Process / terms:** A selected group from the alumni will be responsible for dealing with those complaints and informing all relevant actors and bodies of the outcomes of such procedures. For more detail on the procedures for dealing with various complaints, see Eklipse Code of Ethics.

