

## **Request for Proposals (RFP)**

### **Strategic Planning Firm/Consultant**

The Early Childhood Educators of BC invites applications from qualified consultants/firms to support the development of a three to five-year strategic plan for 2022 – 2025/27.

Overview of The Early Childhood Educators of BC (ECEBC): Since 1969 ECEBC has worked to advance the quality and professionalism of early care and learning. Learn more about ECEBC, get to know the staff and Board of Directors, view the local branches available throughout BC and learn about the milestones and developments that have shaped ECEBC to what it is today.

ECEBC:

1. Our Vision: The Early Childhood Educators of BC envisions a society where early childhood educators thrive in a supportive community that values childhood and education.
2. Our Mission: ECEBC represents the early childhood care and education profession throughout the province of BC. We provide professional development opportunities, training, and resources for early childhood educators. We support early childhood educators to inform the broader community about their work. We are dedicated to building respect for early childhood education and educators.
3. Our Obligations: ECEBC has key obligations that are infused and activated throughout our work. We are compelled to think deeply, listen with intention, and act ethically with commitments through the following lenses:
  - BC Early Learning Framework
  - Declaration on the Rights of Indigenous Peoples Act
  - ECEBC Code of Ethics
  - Indigenous Early Learning and Childcare Framework
  - Truth and Reconciliation Commission Calls to Action
  - United Nations Convention on the Rights of the Child

The work of ECEBC over the last several years has grown substantially and focused on significantly improving the early care and learning opportunities of British Columbians, supporting the development a child care system in BC(\$10aDay), increase standards of practice and professionalism, retain and increase the numbers of ECE's throughout BC and support educators into the 21<sup>st</sup> century.

For more information on the current strategic plan:

[https://www.ecebc.ca/application/files/6615/8355/4297/strategic\\_clarity\\_project\\_2017-22.pdf](https://www.ecebc.ca/application/files/6615/8355/4297/strategic_clarity_project_2017-22.pdf)

For more information about ECEBC please visit [www.ecebc.ca](http://www.ecebc.ca)

#### Strategic Planning Project Description:

The development of a 5-year strategic plan that identifies strategic directions, goals and priorities to guide the work of the organization to include the following:

- Review of current Strategic Strategies
- Collaboration with the ECEBC Board of Directors, and Executive Director
- Engagement with Membership, staff and relevant stakeholders

- Development of process for strategic planning session
- Strategic planning session facilitation
- Identification of strategies and actions to continue forward on path to meet our obligations and organization mission
- Identification of strategies and actions to support the work of the organization

### Qualifications & Experience

The successful candidate/organization will demonstrate:

- Experience in strategic planning and facilitation with non-profit organizations
- Experience and knowledge related to the development of reconciliation and anti-racism action plans
- Cultural awareness and knowledge specific to the diversity of BC
- Experience and knowledge related to board governance, professional regulation and support to professions
- Facilitation skills working with boards of directors, members, staff and key stakeholders
- Highly developed project management skills Timeline
- Pre-Meeting: Early October 2022
- Timeline October 2022 to February 2023:
  - Consultation/Engagement
  - Engagement Report
  - In-person Strategic Planning Session Facilitation (November 2022 Board Retreat)
  - Final Strategic Plan Report and presentation

### Proposal Requirements

1. Consultant/Facilitator Profile:
  - a. Name, Title and Contact Information
  - b. Description of relevant background
  - c. Description of services offered
2. Qualifications and Experience:
  - a. Outline the how the consultant/organization meets the required qualifications and experience as detailed in the RFP
3. Service Process Overview:
  - a. Process for delivering services that are customized for, responsive to and aligned with ECEBC organizational needs
  - b. Description of approach to planning, facilitating and developing a strategic plan
4. References & Sample Work:
  - a. Provide two references
  - b. Provide two sample strategic plans for which consultant/organization provided service
5. Proposed Budget:
  - a. Detail total cost with an itemized breakdown of fees and deliverables, including all taxes and expenses

### Submission Details

Indigenous consultants and organizations are strongly encouraged to apply.

Please submit proposals with subject line "ECEBC Strategic Plan RFP" to Sue Irwin at [sirwin@ecebc.ca](mailto:sirwin@ecebc.ca) by September 16<sup>th</sup>, 2022 by midnight.

No payments will be made to the consultants/firms for the preparation and submission of proposals in response to this RFP