

Request for Proposals:

Consultant-Strategic Initiative to Support Parents of Children Ages 0-3yrs Family Services of the North Shore

The Agency:

Family Services of the North Shore is an accredited, not-for-profit, community based organization which provides counselling, support and education to people living and working in North & West Vancouver, Bowen Island and Lions Bay. Our vision is a connected community where people care for one another.

The Context:

As part of our new 5-year strategic plan, Family Services of the North Shore is developing comprehensive strategies to meet the mental health needs of parents with children 0-3yrs.

We believe healthy human development depends greatly on good care during the critical earliest years of life. This is a time developmentally when children are most vulnerable while parents are often isolated and stressed. Parents need compassionate support and education to meet the social, emotional, and psychological needs of their young children.

Our intent over the next five years is to develop expansive, comprehensive, and integrated programs and services for parents of children ages 0-3yrs on the North Shore to improve their ability to meet the needs of their children in developmentally appropriate and enriching ways.

Our current programming through I hope family centre, parent support programs, and counselling services have been extremely effective in supporting caregivers of children 0-3yrs. Our aim is to increase our support so that 50% of parents and children on the North Shore have access to our varied programming through expanded services and innovative outreach strategies.

The Contract:

We seek a consultant to work in collaboration with key staff and senior leadership to:

- Develop theory of change for parental mental health (0-3yrs)
- Complete a community needs assessment for services for parents with children 0-3yrs
- Identify opportunities to expand services, innovate programs and increase participation for new parents
- Design an implementation plan
- Submit a final report

Accountability and Reporting

Family Services of the North Shore's Director of Community & Provincial Programs, Laurie Kohl will manage the contract and oversee the process for the parental mental health strategy initiative.

Term of Contract

October 1, 2017-March 31, 2018

Budget

The budget available for this project is up to \$15,000 for the contract period, including GST and applicable taxes.

Qualifications and Experience:

- Experience working with community-based non-profit agencies providing services to families
- Familiarity with North Shore community
- Project Management Experience
- Experience conducting needs assessments and program evaluations
- Experience developing implementation plans

Job Skills and Abilities:

- Demonstrated knowledge of early childhood and family support best practices and interventions
- Ability to build strong client stakeholder relationships based on trust, effective rapport and communication
- Ability to facilitate effective group processes with diverse organizations, collaboratives or planning tables
- Excellent verbal and written communication skills
- Demonstrated knowledge of strategies to enhance impact

Contractual Terms and conditions:

- Complete a Criminal Records Check for working with vulnerable populations
- GST #

Proposal Components and Submission Details (Recommended content):

- Understanding of the project, scope, approach and methodology
- Project management approach and work plan, including meeting schedule
- Declaration of Experience and Qualifications (attach resume if needed)
- References (minimum of three)

Direct Questions and Inquiries to Laurie Kohl kohl@familyservices.bc.ca

Closing Time: Proposals must be received before 5pm on Friday October 6, 2017

Submission: Proponents will submit an electronic proposal by email. Proposals must be in PDF format with all attachments sent to careers@familyservices.bc.ca.