



**REQUEST FOR PROPOSAL: Project Coordinator; Stories of Two-Spirit/Indigenous LGBTQ+ Indian Residential and Day School Survivors**

**TOTAL BUDGET for COMPENSATION: \$20,000 (paid quarterly upon invoicing FCP)**

**ORGANIZATIONAL INFORMATION ABOUT US:**

**Fierté Canada Pride** (FCP) is the national association of Canadian Pride organizations. We are a membership-based organization run by volunteers. The main goal of FCP is to promote gay, lesbian, bisexual, transgender, intersex and Two-Spirit Prides on a national level.

**FCP VISION:**

To empower and connect all Canadian Pride movements.

**FCP MISSION:**

It is the mission of Fierté Canada Pride to help build vibrant and strong Canadian Pride organizations through collaboration, offering support, networking, helping to develop a national identity of Pride, and by offering resources and advocacy for its members.

**INTRODUCTION:**

This project is funded through Heritage Canada that honours and commemorates Indian Residential School (IRS) survivors. This project honours all individuals who have survived Indian Residential and Day Schools, a tragic point in the history of our country. Many stories have been told and heard, but the unique experiences of those who identify, as 2SLGBTQIA+ have not been heard in full. This project will engage, through multimedia methods, survivors who identify as 2SLGBTQIA+ to share and memorialize their stories and experiences.

**ACCOUNTABILITY:**

The project coordinator will work under the guidance of the 2Spirit Council of FCP, and:

- Reports to the: National Strategic Director and Albert McLeod, Ambassador of the FCP 2Spirit Council for specific job deliverables and project content issues.
- Reports to National Strategic Director for all administrative, financial, and human resources issues.
- Reports to the 2Spirit Council on project implementation, progress, and outcome and evaluation issues.

**RESPONSIBILITIES/DUTIES:**

Engagement:

- Will work with the council and community at large to engage individuals identifying as 2SLGBTQIA+ who survived IRS and Day Schools.
- Use multimedia methods for engagement
- Connect individuals who share their stories to mental health supports as needed/requested.



#### Project administration:

- Coordinate the development of project advisory committee
- Coordinate all project related meetings with participants and council members
- Maintain and distribute minutes of all meetings
- Collect and maintain all relevant documentation on all project administrative activities including financial reporting (related to participant expenses)

#### Final Product and Report Writing

- Create a complete book that compiles recounted stories, pictures with brief descriptions, poetry etc. for publication and submission to the funder
- Compile and submit report of project activities as per funders' requirement
- Write final research recommendation report with research and programming implications

#### **REQUIREMENTS/QUALIFICATIONS:**

##### Education

- Master's degree preferred, or combination of education and work experience

##### Experience

- Experience in compiling stories using multimedia
- Experience working with community groups and organizations, in particular Indigenous communities
- Strong understanding of anti-oppression and anti-racism philosophy
- Flexibility and adaptability to an organic project plan to accommodate and support participants while adjusting timelines accordingly. Due to the sensitive nature of the project, participants may need extra time to share that may throw off your projected timelines.
- Proficiency in using Microsoft Office Suite and direct experience using a database and developing presentations using PowerPoint
- Ability to work from home with the necessary tools as well as be available to meet in person a minimum of once per month (dates will be set in advance)
- Knowledge about trauma informed and harm reduction theory and practice

#### **PERFORMANCE CRITERIA:**

- Demonstration of effective coordination of community story telling projects
- Demonstrated skill in working with diverse stakeholders in team work setting
- Demonstrated ability to deliver timeline sensitive project outcomes
- Demonstrated strong writing skills in preparing research reports and translating research findings into lay language and accessible formats for public dissemination



#### **GUIDELINES FOR PROPOSAL CONTENT:**

Please provide a brief proposal outlining your approach and concept for the project, including your payment, and how you will utilize the relationships listed in this document in the planning process.

The proposal should be presented in a conceptual, high-level format with the understanding that the actual scope of the work will be refined and detailed after the selection of the individual/firm.

#### **METHOD OF APPLICATION:**

Please submit a proposal no longer than three (3) pages in length, plus at least 3 references outlining how you will fulfill the Responsibilities above and outlining your experience and qualification professionally and personally.

**We strive to create research and programming for the community by the community, as such we strongly encourage those who identify from the Indigenous, Inuit, and Metis communities and or 2SLGBTQ+ to apply.**

Proposals are to be submitted by: \_\_November 30, 2020\_\_ to [haran@fiertecanadapride.org](mailto:haran@fiertecanadapride.org)