

Regional Collaborative Service Delivery Model

Region 14 Tri-Partite Partners:

Alberta Education

Alberta Health

Alberta Health Services

Alberta Human Services

Request for Proposals

For

An Interim Regional Team Lead 14

November-June 30th, 2013

The Regional Collaborative Service Delivery Team #14 is developing a model for integrated and coordinated services, supports, and programs through regional cross sector partners. This model is intended to strengthen the ability of schools, service providers, and community partners to understand and respond to the needs of children and youth in a timely, inclusive, and equitable manner. The Tri-Partite area includes 15 school district partners, four children and family authorities, three Alberta Health Services Zones and Family Community Support (FCSS) services in 13 communities. The area extends north, east and southeast of Edmonton to the Alberta/Saskatchewan border .

The **service portion** of your proposal will be assessed on your ability to provide:

1. A recent history of your experience in strategic planning and or collaborative planning for large groups
2. Experience working with government organizations
3. Two or more references
4. Experience and comfort with the use of technology (video conferencing)
5. Strong oral and written communication skills

Deliverables

1. Through a collaborative process, lead and develop a strategic plan that addresses the regional needs of students in the context of their school, family and community.
2. Act as point /communications person with the RCSD Provincial Planning Team
3. Development of a terms of reference and proposed developmental budget to support the development process in the region.
4. Identify key stakeholders and develop a Stakeholder Communication Plan
5. Update and distribution of Regional Planning membership lists and contacts.
6. Development of a MOU/MOA for the Regional Governance Team
7. Host and Organize meetings as jointly agreed upon with the Regional Planning Team.
8. Provide Monthly updates as well meeting notes to the Regional Planning Committee.
9. Ability to attend an Interim Lead professional development session in Edmonton on December 12-14 , 2012.

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The **cost portion** of your proposal must outline:

- The fee for service cost (inclusive of GST and personal expenses) Promotional and advertising fees.

The contract is payable in negotiated instalments. The remainder of the contract shall be paid upon satisfactory completion of the service portion of the contract. The Regional Planning Team will select the successful proposal based on a combination of service and cost advantage to the Organization. Contractors should indicate related training, experience, and references which would enhance the quality of service to be provided.

Interested contractors should forward a comprehensive proposal on or before **November 30th , 2012**to:

Mr. Ron Taylor
Regional Planning Team Member
Box 870
Lac La Biche, Alberta
T0A2C0

Email to: ron.taylor@nlsd.ab.ca