



YAAKWDAAT LATÍNX'I COALITION

contact@yaakwdaatcoalition.com

Yakutat, Alaska 99689

REQUEST FOR PROPOSALS FOR COMMUNITY ORGANIZING MANAGER

DATE ISSUED: JULY 15, 2023

DEADLINE TO SUBMIT: JULY 26, 2023 BY 11:59 PM

INQUIRIES DUE BY: JULY 22, 2023 BY 11:59 PM

CONTACT INFO:

CONTACT@YAAKWDAATCOALITION.COM

ORGANIZATION OVERVIEW

The [Yaakwdáat Latínx'i Coalition](#) is a grassroots community organization dedicated to promoting Indigenous values and principles of responsible and ethical leadership within our community of Yakutat, Alaska. The coalition is committed to holding our tribal and native entities to a high standard of accountability and ethical responsibility of stewarding our Ways of Being (socially, spiritually, physically) to ensure a strong and prosperous future for *haa dachxán jeeyís*, our grandchildren, the ones who will come after us.

Mission: Our mission is to empower our village corporation by promoting Indigenous values and principles of responsible and ethical leadership, to ensure it operates at its highest potential.

Vision: Our vision is to establish our village corporation as a trusted and respected driver of Indigenous-led values and business, focused on creating lasting benefits for our shareholders and community that operates with transparency, accountability, and responsibility.

Values: The Coalition is committed to upholding our Tlingit heritage and traditional values of sharing, respect, cooperation, and intergenerational stewardship of our land. These values are the foundation for providing a strong and prosperous future for *haa dachxán jeeyís* – our grandchildren, the ones who will come after us.

Our **Guiding Principle** is the knowledge that we are only the caretakers of our Ancestral Homelands, Culture and Traditions. These things belong to *haa dachxán*,

SCOPE & OVERVIEW: YAAKWDÁAT LATÍN'X'I COALITION COMMUNITY

ORGANIZING MANAGER

The Community Organizing Manager will be responsible for:

- Organizing virtual and in-person educational training opportunities for volunteers
- Developing a Shareholder Education and Outreach Campaign to inform shareholders of the election process
- Developing materials and scripts to mobilize volunteer shareholders for locating lost shareholders and providing one-on-one outreach and education
- Developing all media and announcements including press releases
- Adhering to the budget

PREFERRED QUALIFICATIONS & QUALITIES

- 2+ year experience developing and running organizing program
- Highly organized, methodical, and self-directed
- Social and highly skilled at forming relationships

- Connected to the Yakutat social and political ecosystem
- Outstanding interpersonal, written, and oral communications, planning and organizing skills
- Demonstrated skills in coalition building, political strategy, and campaign management
- Experience implementing a training program
- Excellent management, strategic thinking, and planning
- Ability to work effectively in a fast-paced environment

COMPENSATION STRUCTURE

The Yaakwdáat Latínx'i Coalition Community Organizing Manager role is structured as an independent contract. The person or organization selected will contract with Native Movement, the fiscal sponsor of Yaakwdáat Latínx'i Coalition. The Community Organizing Manager will be compensated on a contractual basis up to \$6,000 for a 2-month contract. Anticipated timeline is 6-8 weeks to completion of the project.

PROPOSALS

Proposals will be accepted from individuals who have substantial experience and success with the following:

- Demonstrated skills in coalition building, community organizing, and strategic planning
- Providing professional, effective communication and coordination of services with diverse members of the Yakutat community
- Effectively managing and coaching teams toward targeted outcomes
- Coordinating with multiple parties to meet deadlines
- Accomplishing goals with partners and stakeholder across multiple organizations
- Self-directing time and tasks as required by hybrid roles

PROPOSAL INSTRUCTIONS

PROPOSAL SUBMISSION AND DUE DATE

Proposers shall submit proposals electronically to contact@yaakwdaatcoalition.com by 5 p.m. on July 26, 2023. Inquiries regarding this RFP may be submitted to contact@yaakwdaatcoalition.com no later than July 22, 2023, by 11:59 pm.

PROPOSAL CONTENT

Individual applications shall include, at a minimum, the following items:

- Cover Letter. A one-page cover letter containing:
 - Entity name and address
 - Phone, website, and email address

- Résumé. A current résumé including a description of qualifications, skills, and responsibilities
- Approach/Work Plan. Describe your approach to community organizing projects. How do you set goals for a team, manage & coach team members, and build partnerships with other organizations?
- Capacity. Explain Proposer's workload capacity and level of experience commensurate with the level of service required by Yaakwdáat Latínx'i Coalition.
- Local Resources. Describe your proposed use of local businesses and markets in and around Yakutat. Include the steps you have taken in the past to promote community involvement, as well as the steps you would take if selected for this project.
- Cost/Budget. Provide hourly rates or other fee structures for the services listed in the Scope of Services, of this RFP.
- Sub-consultants. A list of the tasks, responsibilities, and qualifications of any proposed sub-consultants proposed to be used on a routine basis.

PROPOSAL EVALUATION

Proposals meeting the above minimum qualifications will be evaluated by Yaakwdáat Latínx'i Coalition using the following criteria:

MAXIMUM POINTS

(50) Specialized experience and qualifications in the type of work to be performed, specifically including coalition building and team development.

(25) Quality of proposed approach/work plan.

(25) Availability and capability to perform the services described in this RFP.

100 = Total Maximum Points

Interviews may be requested prior to final selection. Awards will be made to the highest-ranked proposal according to the evaluation criteria. If contract negotiations are unsuccessful with the highest-ranked proposal, Yaakwdáat Latínx'i Coalition reserves the right to enter negotiations with the next highest-ranked proposal.

CONTRACT

Yaakwdáat Latínx'i Coalition desires to enter into a professional services agreement, which includes all necessary community-organizing-related initiatives, whether the services are specifically outlined in this RFP. The selected proposer will be expected to sign a written agreement, which will incorporate this RFP and the awardee's proposal.