



SEXUAL ASSAULT NETWORK (SAN)

REQUEST FOR PROPOSALS

PROJECT SOUNDCHECK FACILITATOR

CLOSING DATE: ALL PROPOSALS MUST BE RECEIVED BY APRIL 3, 2017

INVITATION

The Sexual Assault Network (SAN) is seeking proposals from qualified consultants to work with the Network and the Ottawa Coalition to End Violence Against Women (OCTEVAW) to expand Project SoundCheck, which looks to prevent sexual assaults at large events and festivals.

The successful consultant must have experience in the developing creative and interactive learning tools, strong facilitation skills, an awareness of the Ottawa sexual violence against women and gender-based violence community, commitment to and understanding of how to apply anti-oppression and anti-racism principles, and knowledge of structural causes of sexual violence.

SAN is committed to employment equity and encourages applications from women, members of a racialized or visible minority groups, Aboriginal persons, persons with disabilities, person of any sexual orientation, and person of any gender identity or gender expression. Throughout the selection process SAN will be mindful of the existence of systemic barriers, and will work actively to identify and remove barriers to equal participation in the process. **Qualified consultants from the before mentioned groups will be given priority in the selection process.**

OBJECTIVES

The objective of this request for proposals is to select an individual who will be able to assist with the expansion of Project SoundCheck and be the lead bystander intervention facilitator. The key outcomes for the contract will include: delivering bystander intervention training to festival and event staff and volunteers, creation of interactive learning and sexual violence prevention tools, development of a train the trainer program, assisting in the coordination of a pre/post training evaluation, and assisting with social media.

ABOUT THE SEXUAL ASSAULT NETWORK

SAN's mandate is to coordinate sexual assault services in the Ottawa area. SAN also provides support, information and professional development to local service providers who work in the area of sexual violence against women. The Network's philosophy recognizes that perpetrators of either sex can abuse people and survivors can be from either sex. However, SAN works from the reality that the majority of abusers are men and that the majority of survivors are women. The Network defines sexual violence (which includes the threat of sexual violence) as an act that is perpetrated to gain control and domination over another individual without her consent. SAN actively supports the right of women to have control over all aspects of their lives.

PROPOSAL AND IDEAL QUALIFICATIONS

The ideal consultant will possess all of the following skills and qualifications. Additionally, it is expected that the proposal will include the following elements. *We encourage consultants to be creative in how they provide us the following information.*

- Statement of intent - Why should we choose you? What skills/knowledge will you bring to the project?
- CV and biography
- 2 references with contact information

Qualifications (E=essential; A=asset)	Measurement	Score
(E) experience in large group facilitation	<i>CV – years active</i> 10 points for minimum of 2 years 0 points if below 2 years	10
Strong knowledge of bystander intervention as a prevention tool for sexual assaults.	Quality of proposal (25)	25
Experience working collaboratively with non-profit organizations, volunteers charities and Advisory committees. (E)	2 experience = 3 points 3 or more = 5points	5
Knowledge of sexual violence (SV) against women and gender-based violence (GBV) (E)	CV includes 1 year experience = 2 points 2 years experience = 5 points 3 years plus = 10 points	10
Knowledge of and commitment to anti-oppression, feminist and anti-racist principles (E)	CV and proposal (10)	10
Strong communication skills in English (written and oral) (E)	Proposal and CV (10)	10
French language skills (oral, comprehension, writing) (A)	Proposal and CV (10)	5
Experience working with musicians, festivals or large events or as a volunteer at large events (A)	CV and proposal	5
Overall fit	References x 2 @ 10points = 20points	20

CLOSING DATE INFORMATION

The closing date for this consultancy opportunity is **April 3, 2017** All proposal should be sent to **Stefanie Lomatski at san@familyservicesottawa.org**. Please send all required documents in both Word and PDF format, and specifically identify “Proposal SAN Project SoundCheck [Consultant Name]” in the subject line.