

# BC Agriculture in the Classroom Foundation



## Request for Proposals Organizational Health Assessment

**Deadline for Proposal Submission: June 30, 2018 at 16:30**

### **Contact Person**

Chantal Keely

HR Committee Chair (Board of Directors)

Ph: 778-985-5052

[chantal.keely@fcc.ca](mailto:chantal.keely@fcc.ca)

The British Columbia Agriculture in the Classroom Foundation is seeking proposals for qualified and experienced individuals or companies to:

- Lead and develop an internal assessment of organizational health as it relates to accomplishing the objectives of the organization.

### **The Organization:**

BC Agriculture in the Classroom Foundation (BC AITC) is “working with educators to bring BC’s agriculture to our students”. It takes several partners from farmers, to industry organizations and government to maintain resources and agriculture programs that are pertinent to schools. Through our Foundation we build programs and lessons that are written by teachers, for teachers, with agriculture specialists and are linked into the current BC school curriculum. The resources are provided complimentary to teachers and are the easiest and most pertinent to use in their classroom.

### **Organization objectives:**

- To promote the value of agriculture, sustainable food systems and the protection of BC’s agricultural resource base to our educators, students and society
- To provide educators and students with quality educational resources, programs and other agricultural information that highlight agriculture as an important part of our economy, health and way of life
- To enable students to make informed decisions about food choices, food safety, and other agricultural products
- To partner with the education, agriculture, health and business communities to develop, implement and evaluate quality initiatives
- To build the relationship between BCAITC and its stakeholders to accomplish the purpose of the Foundation
- To promote careers in agriculture as a viable and desirable career choice

### **Project details:**

Building on a philosophy of ongoing continuous improvement, the Board of Directors (the Board) of the BC Agriculture in the Classroom Foundation is looking for a dedicated service provider to do an internal assessment of the organization to ensure the Foundation is effectively meeting its objectives and providing services in the best possible manner for clients.

The purpose is to identify areas for improvement to support our high functioning, specialized team and support mechanisms. The successful proponent will be expected to provide

recommendations on how to increase the capacity and resiliency of the organization based on the feedback received and engagement of the appropriate stakeholders.

**Methods:**

The Human Resources Committee of the Board, including the Executive Director, will act as the project steering committee. They will provide oversight to the proponent through the delivery of the project.

The successful proponent will clearly outline how they intend to deliver the assessment. We encourage collaboration and inclusion in identifying the methods a proponent may select to deliver this consultation.

**Proposed engagement groups:**

Proponents should include the following stakeholders in their consultation process:

- All current staff
- All current Board members
- Recently departed staff and Board members (within the past 6 months)

**Project term:**

The project is expected to last about 3 months from the date of contract signing.

**Deadline for submission of report:** October 31, 2018

**The successful proposal will include:**

- Project management: The overall responsibility for administering the project
- Review Background materials, gain input and structure project.
- Develop and implement assessment activities
- Manage and analyze data
- Report on project, including recommendations for improvement.
- Measurements for success

**The contract fee:** negotiable

**The expression of interest should include:**

- A resume/statement of qualifications and sample of similar work
- An outline of interest in the contract
- An outline of the proposed plan and the total fee

**Request for Proposal Deadline: June 30, 2018 at 16:30**

**Submit Proposals in writing and electronically to:**

BC Agriculture in the Classroom Foundation

Chantal Keely, HR Committee Chair

[chantal.keely@fcc.ca](mailto:chantal.keely@fcc.ca)

and

BC Agriculture in the Classroom Foundation

Pat Tonn, Executive Director

1767 Angus Campbell Road, Abbotsford, BC V3G 2M3 [Pat.Tonn@gov.bc.ca](mailto:Pat.Tonn@gov.bc.ca)