



**Manitoba Child Care
Association**

Request for Proposal (RFP) Strategic Planning Consulting

The Manitoba Child Care Association invites proposals from qualified consultants/firms to support the development of a five-year strategic plan for 2023 – 2028.

The Manitoba Child Care Association (MCCA) is a non-profit, non-partisan organization incorporated in 1974. MCCA is governed by Board of Directors and provide support and resources to our Regional Branches, which exist throughout Manitoba. We are proud to be the voice of early learning and child care in Manitoba, the largest provincial child care association in Canada, and an affiliate of the Canadian Child Care Federation.

Our 4000+ members include licensed child care facilities, Early Childhood Educators and Child Care Assistants employed in licensed child care centres, Family Child Care Providers, students and many associates who share an interest in high quality early learning and child care. Our members join MCCA as a sign of their commitment and professionalism and to support the work of MCCA.

Our Vision: Our vision is to promote and support an exceptional early learning and child care system by fueling our members to be proud and excited to belong to a progressive, respected profession.

Our Mission: Our mission is to advocate for a quality system of child care, to advance early learning and child care education as a profession, and to provide services to our members.

Our Values (Strategic Plan 2017-2020):

- **Influence:** Reputable and credible as a leader to further the interests of our members and Manitoba families.
- **Professionalism:** Committed to respect, ethical practice, integrity, current knowledge, expertise, consistent quality, high standards and best practices.
- **Inclusion:** We seek understanding of the impact of cultural and generational differences on our current and future work and membership.
- **Connection:** MCCA communicates and shares information among its members and with the community. We are a trusted source of mentorship, education and knowledge.
- **Inspiration:** A point of connection and belonging for members. We are committed to the growth and development of our profession.

MCCA's work is guided by its Code of Ethics. Our work is intentional and reflective and we are committed to embedding the Truth and Reconciliation Commission Calls to Action in our daily practice.

For more information about MCCA please visit www.mccahouse.org

Strategic Planning Project Description:

The creation of a 5-year strategic plan that identifies directions, goals, and priorities to guide the work of the association to include the following:

- Review of the currently Strategic Plan
- Collaboration with the MCCA Board of Directors and Executive Director
- Engagement with MCCA’s membership, staff and relevant stakeholders (survey)
- Development of the process for the strategic plan session
- Facilitation of the strategic planning session
- Identification of the direction and actions to continue to meet our vision and mission
- Creation of strategies and actions that supports the work of the association

Qualifications & Experience:

The successful candidate will have:

- Experience in strategic planning and facilitation with non-profit organizations
- Facilitation skills working with boards of directors, members, staff, and key stakeholders
- Experience and knowledge related to the development of anti-bias and reconciliation action plans
- Highly developed management skills
- Timeline November 2022 to February 2023
 - Preliminary planning meeting
 - Membership & stakeholder Survey
 - Facilitation of strategic planning session
 - Final strategic plan report and presentation

Proposal requirements:

1. Consultant/Firm Information:
 - a. Name, title and contact information
 - b. Description of relevant background
 - c. Description of services offered
2. Qualification and Experience:
 - a. Outline the how the consultant/firm meets the required qualifications and experience as outline above.
3. Service Process Review:
 - a. Description of approach for planning, facilitating and developing the strategic plan
4. References & Sample Work
 - a. Provide two references
 - b. Provide two strategic plans for which the consultant/firm provided service
5. Budget
 - a. Detail total cost with an itemized breakdown of fees and deliverables, included all taxes and expenses

Submission Details:

Please submit your proposal with Subject line “MCCA Strategic Plan RFP” to Jodie Kehl at jkehl@mccahouse.org by November 15, 2022 by midnight.

No payments will be made to the consultant/firm for the preparation and submission of this RFP.