

Release Date: 5/17/2019

Number: 1905-1

Service Needed: Inspirational, Self-Care and Cultural Enhancement Trainer

About Neighborhood House

Neighborhood House is one of the oldest social service agencies in the Puget Sound region and has a long history of working with King County's immigrant, refugee and low-income communities. Our mission is to partner with diverse individuals and families to build community and achieve their goals for health, education and self-sufficiency. Last year, Neighborhood House served over 12,000 individuals of all ages through programming in the areas of early childhood education, youth development, family & social services, employment & adult education, housing stability and community health.

Inspirational and Self-Care Training:

Neighborhood House is seeking a trainer to conduct multiple trainings on inspiring staff, self care, setting goals and other personal development. The activities can include but not limited to workshops in retreat, staff meeting and community group settings and/or individual technical assistant training.

Scope of Work

- Workshop and/or technical assistant training on cultural enhancement, goal setting, personal development and self-care training.
- Practice and prepare to facilitate prior to all workshops and meetings.
- Set up for and facilitate all activities. Provide all supplies related to the activities.
- Provide overview of the activities prior to the workshop and meeting. Communicate with Neighborhood House staff and perform other tasks as needed.

Time Period/Level of Effort

Project starts on May 25th, 2019 and on going as needed.

NH reserves the right to re-bid services for any reason prior to this date and makes no promises regarding minimum levels of services or products that will be purchased through this RFQ.

Evaluation Criteria

- Meets Qualifications
- Level of Experience
- Relevance of Experience
- Availability
- Cost/Rate for Services

Questions

- Warya Pothan (206) 461-4554 x 4113 office or (206) 571-4662 cell
- waryap@nhwa.org



What to Include In Submissions

- Rates: Price per Hour and/or Workshop
- Description of relevant experience
- Description of bidders availability for this project through 5/25/19
- Others materials: Bidders discretion.

Submission Close Date: 5/25/2019

Submit To: Email or FAX submissions to: anhthun@nhwa.org or (206) 461-3857, Attention: Anhthu Nguyen