

Request for Qualifications

Release Date:

Number:

Service Needed: Professional Consultant: Mental Health Consulting Services

About Neighborhood House

At Neighborhood House (NH), our vision is a healthy, diverse, and welcoming community, free of poverty and racism, where all people thrive. We serve over 16,000 individuals in Seattle/South King County in the areas of early learning, youth development, citizenship, employment, health, housing, resource navigation, and aging adults. In addition to direct services, we use our experience and deep connection to our communities to advocate for equitable access to services, and policy changes that advance equity for all.

When one of us succeeds, we all succeed!

Neighborhood House is on a mission to becoming a multi-cultural, anti-racist agency. We are achieving this by sharing power, listening to and learning from each other and our communities, and working to repair past inequities. We are building a culture where equity is the foundation, inclusiveness is the default, and access for marginalized communities is the norm.

Our Agency Values include Community, Equity, Integrity, Relationships, and Sustainability. More information about our Agency Values can be found [here](#).

Scope of Work

The Mental Health Consultant provides mental health consultation, training and technical support to the staff of NH which include our Child Development, Education and Community Services (Housing Stability, Community Health and Youth Services) , Administration and Development programs. These programs are across King County and co-exist with housing authorities and community centers. We estimate that we will need approximately 60-80 hours per year for the following activities.

Specifically, the Mental Health Consultant will:

- Understand multiple cultural frameworks, values, and beliefs. Ability to adjust approach when faced with various dimensions of culture to be effective. Recognizes the dynamics of racism, sexism and other –isms, addressing problematic equity-related issues as they arise in systems and groups.
- Provide mental health consultation services that support timely and effective identification of secondary trauma and action steps that relate to serving vulnerable community members.
- Conduct bi-annual webinars that introduce secondary trauma and the aspects of proactive practices to prevent burnout and mental wellness. Be a thought partner with NH's internal Trauma Informed Care Group while evaluating strategies to become a trauma informed agency.
- Support staff in developing effective behavior management plans and interventions for high acuity clients that need additional support and guidance.
- Be available to schedule time to consult with individual staff on an as-needed basis for individual consultation for examples: after returning from extended leave, life altering changes that impact everyday work, or, debriefing after a client passes.
- Help staff understand community resources for mental health support for themselves and provide referrals as needed.
- Be available to assist program managers and other staff through reflection and coaching, as needed.

Time Period

Procurement Expiration Date August 15, 2023 with contract to begin on September 1, 2023 and continue through July 31, 2024.

Note: NH anticipates using the services of the vendor(s) selected through this bid during the timeframe shown above. 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.

Minimum Qualifications

- Licensed or certified mental health professional located in King County, Washington.
- Experience within the scope of work identified above.
- Experience with the identification and assessment of mental health concerns with families and children ages three to five.
- Ability to provide short-term intervention services.
- Knowledge of and ability to utilize community mental health resources.
- Experience with designing and implementing (with parents and staff) program practices responsive to identified behavioral and mental health concerns of children.
- Experience in providing training and technical assistance to staff and parents on issues that promote mental wellness.
- Specific experience with human services and/or NH services.
- Ability to provide culturally appropriate and competent services to families and staff from diverse ethnic, cultural and linguistic backgrounds.
- Experience providing training and technical assistance to people with diverse literacy skills.

Desired Qualifications

- Experience with immigrant and refugee communities.
- Ethnic Minority Mental Health Specialist Certification preferred.
- Bilingual capacity in English and Spanish, E. African and/or SE Asian languages

Evaluation Criteria

Submissions will be evaluated and the professional consultant selected based on the following criteria:

- Qualifications that meet or exceed the above minimum and desired qualifications.
- Experience and expertise in providing the above requested mental health services as exemplified by past projects and work experience.
- Cost of services.

Questions

- Please contact Emy Haruo at emyh@nhwa.org

What to Include In Submissions

- Current Resume with appropriate qualifications and experience
- Range of services
- Rates: Price per hour, plus any other expenses
- Proof of Registration as counselor in the State of Washington
- Proof of Minority Mental Health Specialist Certification (if applicable)
- Proof of Current Professional Liability Insurance

The document, including cover page, should not exceed 5 pages. Letter of support, client list and proof of certification and insurance may be attached as additional pages.

Submission Close Date

- August 15,2023

Submission Instructions

- Email or fax submissions to Anhthu Nguyen, Accounts Payable Supervisor, at anhthun@nhwa.org or (206) 461-3857, attention: Anhthu Nguyen.