



Request for Proposals:

Support for Hiring an Indigenous-focused Position

Introduction

The Providence Centre for Justice, Peace, and Integrity of Creation (PC-JPIC) invites Indigenous consultants and organizations to submit a proposal to help our organization develop and execute a respectful and appropriate hiring process for an Indigenous-focused position. We are based in Kingston / Katarowki, but we are open to proposals from any person or group with the requisite knowledge and experience.

About Us

PC-JPIC formed in January 2022 as a division of the Catholic Health Sponsors of Ontario. Our work builds on decades of social justice advocacy that began in the early 1980's with the Sisters of Providence of St. Vincent de Paul in Kingston, Ontario. Our aim is to work towards '*A world where all experience compassion, justice, and peace in solidarity with creation.*'

We acknowledge the Catholic Church's role in colonialism and the resulting harmful effects on Indigenous peoples and communities.

The Truth and Reconciliation Commission has made it clear that we need to act. This position is in part a response to this call and CHSO's strategic goal to 'establish, nurture, and encourage relationships with Indigenous leaders and communities, with humility, an open heart, and guided by truth-telling and a desire for authentic reconciliation.'

The position is also a response to our centre's long-held commitment to respond the needs of the times and advance justice issues including justice for Indigenous peoples in Canada. To learn more about us visit pc-jpic.ca.

Project Requirements

We are seeking support and guidance from a perspective of Indigenous cultural competency, sensitivity, and inclusion for the following:

- the existing draft job posting
- recruiting two local Indigenous people from different Indigenous communities to be part of the hiring committee
- interview questions and assessment criteria
- if we should include an Indigenous identity verification process and if so, how to develop and execute that process respectfully
- developing an Indigenous advisory circle to support the new staff person

Submission Requirements

We are not setting a page limit for the submission requirements because we do not want to limit your words. We ask that your proposal include:

- An expression of how you might approach this process
- A brief provisional workplan or suggested milestones
- Your requested fee (*or* an estimated number of hours and your hourly rate)
- A brief overview of yourself and/or your team and your relevant experience\

Criteria for Assessment

1. Organization or consultant identifies as Indigenous and is understood by peers/community to be Indigenous
2. Knowledge of Indigenous context in the Kingston / Katarokwi area
3. Experience supporting or facilitating Indigenous hiring processes
4. Knowledge of community organizing or grassroots activism
5. Proposed cost of service

Timeline

RFP Deadline	September 15, 2023
Organizations notified of outcome	By September 22, 2023
Job posted	By early November 2023
Deadline	Late November 2023
First and second round interviews	First half of December 2023

Timeline for hiring process is fall of 2023. We are prepared to slow the process down if all parties agree this is necessary.

Questions? Contact Bridget Doherty, Executive Director of PC-JPIC at bridget.doherty@chco.ca.