



REQUEST FOR PROPOSAL:

PROFESSIONAL FACILITATOR: Organizational Restructure & Mission Statement Development

PROPOSALS DUE: Feb 24, 2022

PURPOSE

Angelic Organics Learning Center is requesting proposals for a Consultant to facilitate an in-depth discussion with approximately 20 staff and 10 board members to consider and come to a consensus regarding a full organizational restructure which would:

- Organize our work to be centered around sustainable farmer training;
- Broaden our farmer training focus to include production-specific training;
- Combine three distinct educational initiatives into one, blurring the lines between departments while allowing differentiation in audience and approach;
- Develop a new mission statement to guide the organization.

The *Meeting Facilitator* will work closely with the Executive Director and Director of Resource Development in developing and executing the events in a manner that meets the goals set forth by the Board of Directors. A restorative justice facilitation strategy is extremely important to enable an acceptable outcome of this conversation, as we strive to improve organizational culture and build relationships between staff and board members.

This meeting will take place in person with a call-in option, over 1-2 days in early 2023. The final restructuring decision must be complete by **May 1, 2023**. The *Meeting Facilitator* will be compensated on a fixed fee basis. If any additional services are required within a 6 month period after the final decision and report, AOLC will compensate the Consultant on an hourly basis.

PHASE 2

At the end of this decision making process, the staff and board of Angelic Organics Learning Center will consider a major rebranding initiative, which will include:

- A facilitated review that will lead to a new name for our organization that embodies our new mission statement;
- A new logo;
- An effective positioning statement;
- A tagline that summarizes our mission in an even more concise way;
- A cohesive voice with consistent application of concepts, words and stories;



- Consistent application of the brand identity in all communications and outreach activities

It is our intention to hire a *Communications Specialist* to assist with the rebranding initiative who will ideally observe the facilitated organizational restructuring conversation and co-facilitate the development of a new mission statement. If the *Meeting Facilitator* is also interested in facilitating and leading an organizational rebranding initiative, we welcome the opportunity to consider this within your proposal.

ABOUT ANGELIC ORGANICS LEARNING CENTER

Angelic Organics Learning Center supports the launch and growth of dozens of local, sustainable farms while providing hands-on food and farm-based education for thousands of individuals in the region. We host a youth development program at an urban farm, a year-long business planning program for beginning farmers, regional farmer alliances, school field trips, summer camps, and more.

For twenty years the Learning Center has been on the forefront of teaching youth and their families about food, the environment, farming, and the connection to a healthier lifestyle. Between our two main programming locations in Rockford and Caledonia, and our regional activities, the Learning Center has been able to reach over 2000 participants a year with a variety of educational opportunities that encourage a deep connection to fruits, vegetables, and healthy eating.

SUBMISSION REQUIREMENTS

Please submit your proposal via the [Application Form](#). Applications without all of the following pieces will not be considered. Please no phone calls. A strong preference will be given to facilitators trained in restorative justice facilitation.

- A cover letter describing your relevant experience and qualifications
 - Please include your fixed fee rate, as well as your hourly rate, as well as any additional expenses that would be payable by the Angelic Organics Learning Center.
- Resume and/or portfolio of relevant experiences
- Three references from previous clients for whom the consultant has performed similar work