



September 12, 2022

Je aa haanach'e:

Re: West Moberly Invitation to Submit an Expression of Interest for Strategic Planning Facilitator

West Moberly First Nations (“**West Moberly**”) is a Treaty 8 Nation located in Northeast British Columbia. We are a community of Dunne-za and Cree people and our use of the land here goes back thousands of years. West Moberly’s Lands and Resources Department is responsible for carrying out activities pertaining to environmental planning, assessment, and management, and other matters such as consultations and negotiations with other governments.

West Moberly is inviting interested parties to submit an expression of interest (“**EOI**”) to plan and facilitate a two-day strategic planning session with its Chief, Council and Lands Department for the Nation.

Purpose & Objectives: We invite talented facilitators to bring their skills to West Moberly to plan and facilitate a productive two-day strategic planning session on land and resource stewardship, initiatives, and prioritization occurring on October 13 and 14, 2022.

Qualifications and Experience: We are seeking a professional or team who is committed to a collaborative relationship with West Moberly. Desired credentials, capabilities, and qualifications include:

- Assist with planning, attending, and facilitating the two-day strategic session (in-person on October 13 and 14th). All planning would be done remotely. We expect the in-person sessions will occur in Chetwynd – location to be confirmed.
- Participation in meetings (remotely) with the Lands Manager, Legal Counsel, and Staff during the planning phase (likely 1-3 meetings).
- Preference will be given to those with experience working collaboratively with Indigenous groups in community engagement events, please highlight if you have this experience, particularly with West Moberly or with Treaty 8 Nations

Responses:

Interested parties are requested to submit their EOI by email to Tamara Dokkie, Lands Manager: tamara.dokkie@westmo.org.

Information provided by interested parties should include:

- Introduction - summarize any unique experience, skill sets, approaches, or understanding of the scope of work that you think would be relevant;
- Respondent Profile - identify relevant background, education, and lived or worked experience relevant to this role
 - In this section, proponents are invited to self-identify their relationship to West Moberly or another Indigenous community
- Experience - identify your experience with similar projects.
- A fee breakdown for this work including travel costs, outlining assumptions and limitations of work;
- Staff resources available for this work – please provide your CV (and/or the CV of any team members available for or assisting with this work); and
- References.

Conflict of Interest:

Respondents are asked to disclose in their EOI any actual or potential conflicts of interest and existing business relationships they may have with West Moberly.

Submission deadline:

As this may be the only posting to submit an EOI, interested respondents should provide their response via email **by 5:00 pm (PST) on Monday September 26, 2022**. Any response received after this date may not be considered.

Additional Information

For more information, please contact Tamara Dokkie, Lands Use Manager, by email to tamara.dokkie@westmo.org.

Not a Solicitation Process

Note that this is not a tender process, nor a request for proposals, but only an inquiry as to the availability for this type of work. West Moberly will not necessarily invite offers, or enter into contracts, and may not post any future ads related to this request.

Wuujo aasana laa,

Tamara Dokkie, Lands Manager
Lands Use Department
West Moberly First Nations

CC: Dan Hardy, Director of Operations