



**Re: Request for Expressions of Interest for Strategic Planning Facilitator**

West Moberly and Saulteau First Nations own and operate the non-profit organization: **Nikanése Wah tzee Stewardship Society (“NWSS”)**. NWSS was established in 2017 with a goal of protecting and restoring caribou habitat and caribou populations throughout Treaty No. 8 territory within British Columbia through implementation of caribou recovery activities. NWSS’ objective is to restore caribou distributions and populations so that they might one day sustain a meaningful traditional harvest by members of Saulteau, West Moberly and other adherents to Treaty No. 8.

**Purpose & Objectives:** NWSS is inviting interested facilitators to submit an expression of interest (“EOI”) to plan and facilitate a strategic planning session for the NWSS. Following the session, the facilitator would produce strategic plan identifying 1-, 3- and 5-year goals to facilitate continued, strategic operations of the NWSS (the “**Strategic Plan**”).

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

- Assist with planning and facilitating strategic planning session in April 2023. Planning would be done remotely. We expect the facilitation of the strategic sessions will occur in person – location and dates to be confirmed.
- Draft and finalize a Strategic Plan after the strategic planning session, in collaboration with NWSS.
- 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 Saulteau, West Moberly or with other Treaty 8 Nations.
- Preference may be given to those with experience working with non-profit organizations.

**Commented [MC1]:** If there are further details about what has been planned and when, insert.

**Responses:**

Interested parties are requested to submit their EOI by email to Tamara Dokkie, Interim Executive Director, tamara.dokkie@westmo.org.

Information provided in the EOI 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;

- 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, Sauleau or another Indigenous community.
- Experience - identify your experience with similar projects.
- Fees – A fee breakdown for this work including travel costs, outlining assumptions and limitations of work; and
- Resources – please provide your CV and/or the CV of any team members available for or assisting with this work.

**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 NWSS, Sauleau or West Moberly.

**Submission deadline:**

As this may be the only posting to submit an EOI, interested respondents should provide their response via email by 4:00 pm on March 15, 2023. Any response received after this date may not be considered.

**Additional Information**

For more information, please contact Tamara Dokkie, Interim Executive Director, [tamara.dokkie@westmo.org](mailto: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. NWSS will not necessarily invite offers, or enter into contracts, and may not post any future ads related to this request.