

**PEI Coalition for Women in Government  
Request for Proposals  
Empowering Women Advocates for Climate Resiliency:Facilitation of Workshops(5)**

The PEI Coalition for Women in Government is a non-partisan organization dedicated to advancing women's leadership in the political, civic, and democratic life of PEI. The Coalition is seeking proposals to undertake the facilitation of five (5) workshops on behalf of the Coalition during the delivery of our Empowering Women Advocates for Climate Resiliency project.

**Overview**

Our Empowering Women Advocates for Climate Resiliency project aims to bring women and other underrepresented groups from across the island together to deepen their advocacy skills, analyze gaps in the PEI government's environmental policies, and develop the tools needed to advocate for those changes.

Project work may begin as early as May 1st 2024 and must be completed by February 28th 2025. The contract will be for between \$18,000 to \$22,000, based on experience, qualifications, and workplan, to be negotiated with the successful applicant.

Alongside two consultations with our Empowering Women Advocates for Climate Resiliency Steering Committee, the workshop facilitation will include the following components:

1. Guidance during event planning for the workshop series, including a discussion on scheduling, slides, and deliverables;
2. Hosting/Facilitating 40 participants for 5 workshops that should have focus on;
  - i. Networking,
  - ii. Connection building and communication ,
  - iii. Knowledge sharing sessions that encourage cross-sector collaboration with government and environmental sector,
  - iv. Education on the power of advocacy to implement policy change.
3. Consultation with participants on how to better advocate for improvements in environmental / climate change policies via government relations at workshops.
4. Evaluation of the participants needs after each workshop by reflecting on participants feedback to inform subsequent workshops.

Proposals should outline the applicant's relevant skills and experience that will allow them to successfully:

1. Consult with different women and gender-diverse climate leaders across PEI to facilitate meaningful dialogue and build strong connections across different climate sectors;
2. Oversee and encourage engagement from all women and gender-diverse climate leaders at each workshop;
3. Guide group discussions on how to improve their advocacy efforts and highlight which government department/level to best direct these efforts to;
4. Provide the groundwork for navigating the intricacies of an intersectional feminist, non-partisanship stance while communicating and advocating within a patriarchal system.

Demonstrated familiarity with building cross-sector relationships with government, large-group facilitation, policy, advocacy, and community engagement, will be assets to the project. Individuals, organizations, and co-applicants are encouraged to apply. Proposals may also include how online components and tools will be leveraged for effective facilitation and consultation.

Proposals may include documentation such as a resume, examples of past work, a sample work plan, and/or a letter of reference. Additional support available to the successful applicant will include administrative and advisory support from the Coalition for Women in Government staff and the steering committee for this project.

### **Submission Details**

The Coalition for Women in Government is accepting proposals to coordinate this work until 5:00 p.m., April 23rd, 2024, to [peiwomeningovernment@gmail.com](mailto:peiwomeningovernment@gmail.com). By April 30st, 2024, the successful applicant will be confirmed.

Please direct questions to Sarah Outram, Executive Director, at [peiwomeningovernment@gmail.com](mailto:peiwomeningovernment@gmail.com) and include your preferred contact information.

*Note: The option to hire on salary may be available to a successful applicant who requires hourly payment; the contract value will remain the same as is listed above.*