

Neighborhood House

Request for Proposal

Release Date: 9/14/2017

Number: 17-09-1

Service Needed: Early Childhood Professional Development Consultation

About Neighborhood House

Neighborhood House is one of the oldest social service agencies in the Puget Sound region and has a long history of working with King County's immigrant, refugee and low-income communities. Our mission is to partner with diverse individuals and families to build community and achieve their goals for health, education and self-sufficiency. Last year, Neighborhood House served over 12,000 individuals of all ages through programming in the areas of early childhood education, youth development, family & social services, employment & adult education, housing stability, aging & disability services and community health.

The Child Development Department supports the Neighborhood House mission framework and Strategic Plan by contributing to the school readiness of low-income children and supporting their parents, care givers and community. Neighborhood House offers high-quality preschool education to low-income families, many of whom are recent immigrants and refugees.

Scope of Work

- In collaboration with Pre-School Education Manager, enhance capacity to develop, promote, lead, and sustain professional learning that improves curriculum implementation and instructional practices
- Develop a training calendar that is sensitive to access and classroom coverage of early childhood staff and supervisors
- Conduct focus groups to survey and assess the needs of staff to implement curriculum
- Perform periodic classroom observations and build data audits related to curriculum implementation and teaching practices
- Help educators build deep understanding of pedagogy to knowledgeably apply instructional strategies
- Provide educators with access to understanding of dual language learning performance standards and the relationship of these standards and strategies to classroom practices
- Provide services that are linguistically and culturally competent within the classroom
- Monitor progress; gather, help interpret and present data
- Identify issues, elevate lessons learned and raise opportunities for improvement
- Support leadership conversations to encourage the forward momentum of PD efforts and develop plans for sustaining work beyond the expiration

Qualifications Required

- Experience providing and coordinating early learning technical assistance and capacity building

- Development and implementation of early learning training serving the needs of diverse populations
- Proficiency in curriculum development and delivery
- Demonstrated ability to build trust and positive working relationships among diverse populations
- Knowledge of Head Start performance standards

Time Period

Through 06-30-18. Neighborhood House anticipates using the services of the vendor(s) selected through this bid through the date shown above. Neighborhood House reserves the right to re-bid services for any reason prior to this date and makes no promises regarding minimum levels of services or products that will be purchased through this RFP.

Evaluation Criteria

- Meets Qualifications.
- Level of Experience (record of past performance).
- Availability.
- Business Integrity.
- Cost/Rate for Services.

Questions

Liz-Beth Levy (206) 923-6700 x 1206 [lizbethl@nhwa.org](mailto:lizabethl@nhwa.org)

What to Include In Submissions

- Rates: Price per Hour.
- Description of Experience.
- Others materials: Bidders discretion.

Submission Close Date: 9/22/2017

Submissions To: Email or FAX submissions to: anhthun@nhwa.org or (206) 923-6776, Attention: Anhthu Nguyen.

Additional Requirements (if selected): Neighborhood House may require any or all of the following: a written contract; proof of professional and/or general liability insurance; pass Background Checks, clear a check of the federal EPLS (Excluded Parties List System), proof of Washington State business license or comparable license from another state; other checks and reviews appropriate to the nature and scope of the engagement.