



# Request for Proposal

RE: Workshop Facilitator

Proposal Deadline: October 30, 2020

AFOA BC

## Overview:

AFOA BC is actively seeking experienced educators to facilitate our workshops and seminars. We offer a range of in-person and virtual workshops and seminars, including but not limited to; Financial Literacy, Financial Management, Budgeting, Governance and HR. Due to current pandemic restrictions, facilitators will ideally have experience in modifying content as needed to deliver in a virtual format.

## AFOA BC:

AFOA BC was founded in 1996 in response to the need for a united voice for those working in the critical fields of Indigenous finance and administration in BC. The organization has come to be a known and trusted organization within First Nation communities. We strive to help nations build capacity through professional, quality education and training events. Our new mission statement is *Building Capacity Together*.

## Qualifications Required:

- Experience in facilitating workshops and presenting to an audience
- Demonstrated ability to guide large group conversations and effectively train participants
- Experience delivering virtual workshops
- Strong oral and written communication skills
- Completion of post-secondary education in Education, Public Sector Management, First Nations Administration or other relevant area
- Certified Aboriginal Financial Management (CAFM) or Certified Aboriginal Professional Administrator (CAPA) designation is an asset
- Technical financial knowledge is an asset
- Knowledge of Indigenous people and culture is an asset; qualified candidates of Indigenous ancestry will be given preference

## Proposal Submissions:

Please submit proposals/resumes no later than **October 30, 2020** to [executivedirector@afabc.org](mailto:executivedirector@afabc.org). Please call 604-925-6370 Ext: 7020 if you have any questions.