



Request for Proposals

Independent Contractor for Resource Development: International Decade for People of African Descent

The Canadian Teachers' Federation (CTF/FCE) is seeking an education consultant with experience preparing classroom resources and developing lesson plans for the period of **January to April 2024** (specific dates are somewhat negotiable). More precisely, we are seeking a consultant to develop a web-based interactive PDF resource to celebrate the International Decade for People of African Descent, with a comprehensive component on anti-racism. This resource will be promoted by the CTF/FCE through various channels, such as online and print, through its Member and Associate Organizations, and at CTF/FCE events.

Background Information

The [Canadian Teachers' Federation](#) (CTF/FCE) is a federation of Member and Associate Organizations supporting quality inclusive publicly funded public education. The CTF/FCE upholds teaching as a profession and advocates for adequate resourcing, labour rights, and social justice across Canada and around the world.

Among other priorities, the CTF/FCE is actively engaged in the elimination of systemic racism, oppression, and discrimination. In keeping with this priority, the CTF/FCE is committed to celebrating the International Decade for People of African Descent.

Tasks and Deliverables

The consultant will be required to:

- Develop resource content for students and their teachers in grades 4 to 12;
- Research and provide a comprehensive history of Africa (including African kingdoms prior to enslavement and colonization, the impacts of colonization, waves of migration, information about current day Africa, contributions from Africa and People of African Descent, and the future of the continent and African people);
- Prepare focus questions for this resource;
- Conduct and transcribe interviews for this resource;

- Include curricular links;
- Include a comprehensive overview about the history and origins of the concept of race, how it led to racism (in the past and present) and the types of racism, including a section on anti-Black racism and the intersectionalities of racism. This should also be incorporated throughout the resource;
- Write a short biography of various human rights defenders of African descent, including Canadians of African descent;
- Complete all review, revisions, editing, and formatting of content developed.

Specifications with regards to fonts, formatting, etc., required for the final product will be provided at a later date, and must be strictly followed.

Minimum Requirements and Competencies

- Lived experience as a member of the African diaspora
- University degree in African Studies, African Diaspora Studies, Social Justice, Anti-racism or equivalent studies will be considered
- Bachelor of Education
- Member of or recent retiree from a CTF/FCE Member Organization
- Relevant experience and expertise in the areas of classroom teaching and active and participatory learning methodologies
- Relevant experience in the development of curriculum resources and lesson plans, ideally related to social justice, anti-racism, human rights, and global citizenship
- Strong knowledge of Africa and African diaspora history, culture, and contemporary issues
- Cultural sensitivity and understanding of the complexities of racialized experiences
- Advanced fluency in all language competencies (reading, writing, speaking) in either English or French with at least an excellent ability to read in the other language
- Fluency in Microsoft Word and electronic communications

Additional Assets

- Previous experience working with the CTF/FCE or one of the CTF/FCE Member or Associate Organizations
- Experience conducting research on racial issues, particularly those related to people of African descent
- Involvement in community-based initiatives that promote racial understanding, diversity, and inclusion, and address disparities
- Demonstrated understanding of the intersectionality of race, gender, socioeconomic status, and other factors that affect individuals from racialized backgrounds

Financial considerations

The CTF/FCE will pay the consultant a flat rate of \$50 per hour, inclusive of HST, based on the actual number of hours of work (to a maximum of 200 hours). No additional amount will be paid for expenses or benefits.

Application Process

Interested candidates who possess the necessary qualifications are invited to submit a proposal to HR_RH@ctf-fce.ca by Friday, January 19, 2024.

- Proposals should include the following:
 - a brief cover letter that highlights the following:
 - How the candidate meets the selection criteria
 - Relevant experience
 - Qualifications
 - Understanding of the tasks/deliverables;
 - a workplan with time frames;
 - a sample of an educational resource developed, including texts written;
 - a detailed curriculum vitae (CV) (maximum two pages); and,
 - the names and contact details of at least two references who can speak to the candidate's qualifications and experience.

The CTF/FCE appreciates and thanks all who submit proposals; however, only the candidates selected for an interview will be contacted.

Evaluation Criteria

- Expertise, experience, and qualifications in the fields of education and resource development
- Expertise, experience, and qualifications in the fields of African Studies, African Diaspora Studies, Social Justice, and/or Anti-racism
- Candidate qualifications and cultural competency, including demonstrated understanding of racial issues
- Feasibility, clarity, and quality of the proposed plan, including timelines

Questions?

If you have any questions or would like more information, please contact HR_RH@ctf-fce.ca.