

Request for Proposals – Consultant- ENW Program

[World Skills Employment Centre](#), a not-for-profit agency providing employment services for new Canadians, is seeking a seasoned consultant with extensive expertise in Essential Skills for Effective Communication with a focus on DEI. The consultant will be responsible for developing and delivering a workshop aimed at helping participants gain a deeper understanding of the pivotal role that DEI plays in today's workforce, especially as it relates to minority groups. By offering insights, practical strategies, and tailored guidance, the workshop aims to empower participants to thrive in diverse team environments, with a particular emphasis on addressing the unique experiences and challenges faced by immigrant women in the Canadian workforce.

Background Information:

The Empowering Racialized Newcomer Women (ENW) Program by World Skills is a pioneering initiative aimed at supporting racialized newcomer racialized women in their integration into the Canadian labour market. Stemming from a successful pilot project conducted from 2019 to 2022, with an extension to 2025, the ENW Program targets a significant number of women participants, with the goal of empowering them through a multifaceted approach.

This transformative program is tailored for racialized women who are permanent residents or convention refugees, hold a high school diploma or post-secondary degree, and have a Canadian Language Benchmark (CLB) score of 5 or higher. The ENW program aims to address the significant barriers faced by racialized newcomer racialized women and provide them with tailored support to successfully navigate the Canadian job market. The program creates a supportive environment for growth and development, equipping participants with the tools and resources necessary to overcome integration challenges and enhance their prospects in the Canadian workforce.

Purpose of the workshop:

The purpose of the **Essential Skills for Effective Communication with a Focus on DEI** workshop is to:

- Provide a deeper understanding of the role of DEI in today's workforce, especially as it relates to minority groups.
- Empower participants with the essential knowledge, skills, and strategies needed to thrive in diverse collaborative environments, with a specific focus on the experiences of immigrant women in the Canadian workforce.
- Equip participants with practical tools and strategies to address conflicts respectfully and apply their knowledge to real-life scenarios faced by job seekers

Roles and Deliverables of Consultant:

- Deliver four 3-hour workshops in March.
- Design the workshop curriculum for ENW program participants, providing essential skills for effective communication and engagement with potential employers.
- Develop workshop content addressing challenges which minority groups face in dealing with diversity equity and inclusion at the workplace
- Create interactive activities tailored to the diverse experiences of ENW program participants.
- Facilitate culturally sensitive workshop sessions, offering personalized feedback to improve employment prospects.
- Collaborate with the team to customize workshops for ENW program participants' specific needs.
- Evaluate workshop effectiveness through participant feedback and adjust for improvement.

NOTE: World Skills will retain ownership of any material created as part of the contract.

Experience and Qualifications:

- Extensive expertise in Essential Skills for Effective Communication with a focus on DEI.
- Proven success in developing and delivering workshops on DEI in the workplace.
- Skilled in empowering participants, especially immigrant women, to thrive in diverse teams.
- Excellent communication skills for engaging diverse backgrounds sensitively.
- Commitment to DEI advancement, particularly for racialized women.
- Practical experience and understanding of challenges faced by racialized women.
- Holds certifications in Diversity and Inclusion Training and Effective Communication Strategies.
- Relevant academic qualifications or certifications in HR, career coaching, Diversity and Inclusion Training and Effective Communication Strategies are preferred for this role.

How to Apply: Proposals should not exceed 1 page and must include:

- Information outlining qualifications and experience, as detailed above.
- A brief description on how you would meet the deliverables, as detailed above.
- Please also provide us with your resume and your LinkedIn profile.

Compensation will be negotiated.

Your proposal must be submitted by **Friday, March 15, 2024**, via email to fatima@ottawa-worldskills.org