

# **INVITATION FOR APPLICATIONS**

Weechi-it-te-win Family Services is inviting private contractors and/or consultants for the following:

## **“Writing of a Prevention Program Manual for children and youth, to be delivered in schools and First Nation Communities.”**

- Weechi-it-te-win’s staff will engage in a developmental process with the contractor to ensure the Manual will meet the needs of the newly developed Youth Addictions Unit.
- Three copies of the final Manual are to be printed in a professional format and provided to Weechi-it-te-win in PDF and Microsoft Word.
- The successful candidate will agree upon a contract with Weechi-it-te-win Family Services outlining the expectations of both parties.
- The timelines for this project are from **December 12, 2023, to January 15, 2024**

**Applications that meet the qualification criteria will be considered by the Weechi-it-te-win Senior Management:**

- Past experience in the development of programs or curriculum
- Bachelors degree
- Knowledge of Anishinaabe teachings and First Nation communities
- Knowledge of prevention strategies for parents of children 0-18
- Experience in drug/alcohol prevention programs
- Specialized knowledge of drug addiction, substance misuse, and child development.

**The following documents are to be included for all applications:**

1. Letter of interest
2. Resume or Curriculum Vitae
3. 2 letters of reference for past contracts/developments
4. A sample of past developmental work
5. Simple project work-plan with timelines attached
6. Expected Fees and Payment Schedule

For more information, please contact Shannon Blight at 807-274-3201 or [shannon.blight@weechi.ca](mailto:shannon.blight@weechi.ca).

**Please email applications to by December 12, 2023, at 4 p.m.**

**Laurie Rose, Executive Director**  
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