



Request for Proposals: Diversity, Equity, & Inclusion (DEI) Consultant

Perinatal Support Washington (PS-WA) seeks an experienced DEI Consultant (individual or organization) to conduct an internal review of PS-WA's systems, policies, and practices.

Organization Background

Perinatal Support Washington is a statewide non-profit committed to shining a light on perinatal mental health to support all families and communities. We believe all parents should receive appropriate, timely, and culturally relevant care from conception to baby's first birthday.

Our toll-free telephone support line, the "Warm Line," has been operating since 1991, providing peer support to parents in need. We also offer free and low-cost new parent support groups, online therapy, training and consultation for health care providers, and education and advocacy. While we are based in the Seattle metro area, our support resources are found all over Washington, including professional trainings and an online statewide directory of birth professionals.

PS-WA was predominantly volunteer-run until approximately 7 years ago. In the last two years, we moved from a 1.5 to 5+ FTE organization, doubled our trainings, and served more parents than in the previous five years combined. As our organization continues to evolve, we want to do the work to ensure people of color and people with systematically marginalized voices can thrive as employees and board members at PS-WA, and that power dynamics related to race, organizational position, and gender are acknowledged and mitigated.

Scope of Work

Perinatal Support Washington is seeking a DEI Consultant with a proven track record for excellence working with similarly-sized non-profits and providing organizations with specific, tailored recommendations and plans.

Anticipated activities include:

Facilitate courageous conversations with PS-WA's Board and staff. Partner with Executive Director on approach and agendas for each conversation.

Conduct internal equity audit. Work with staff to assess current hiring practices, policies, norms, internal communications, and procedures. Create inventory of any racialized, White-dominant culture, and concrete steps to eradicate negative impact on the team for a more inclusive organization.

Create measurable (internal) equity goals for the organization over the next 2-3 years, including clarity around how each individual workstream fits into the accountability for these goals. Draft recommendations with full report to the Executive Director and Board/Staff, ensuring goals and activities are reflective of and in alignment with the organization's mission/vision/values and capacity. (Note: While we look forward to an equity audit of our external programs and communications in the future, this scope of work is intended to focus on PS-WA's internal structure and systems.)

Coordinate recommendations with strategic planning process. Work in collaboration with Executive Director and Strategic Planning Consultant to inform current strategic planning process. *(Please note: We are currently hiring a [Strategic Planning Consultant](#). Consultants with both skills sets may be considered for a combined consultancy.)*

Submitting Proposals

If interested in being considered for this consultancy, please send your proposal to Executive Director Allie Johnson, including the following:

- 1) Experience and qualifications, including the resume of the principal consultant providing direct service for this project
- 2) Letter of interest addressing how the Scope of Work, as outlined above, will be accomplished, including a timeline with benchmarks
- 3) Fee proposal
- 4) Two to three references from clients for whom the consultant has performed similar services

Questions? Contact Allie Johnson at allie.johnson@perinatalsupport.org or 888.404.7763 ext 504.

Proposals will be reviewed beginning January 25, 2021; interviews to follow. We are expecting to engage the consultant by early March 2021.