



Anglican Deacons Canada

Formerly, the Association of Anglican Deacons in Canada

Request for Proposals from Strategic Planning Facilitators

Anglican Deacons Canada (ADC) seeks a strategic planning facilitator who can develop and facilitate a strategic planning process for ADC with its board and membership and deliver a strategic plan for the organization for the next three to five years.

Vision & Mission Statement: attached as separate document

Organization:

Anglican Deacons Canada (ADC), formerly the *Association of Anglican Deacons in Canada* (AADC), is the national association for ordained deacons in the Anglican Church of Canada. Our members include both persons and dioceses within the Anglican Church of Canada. Over the past 4 years (of 2018 to 2021 inclusive) we have averaged 101 members. This total includes all categories of membership.

ADC connects and resources deacons and others engaged in diaconal ministries through our website, Facebook page, and Facebook discussion group; encourages shared learning and networking at our national triennial conference; promotes best practices in deacon formation and deployment and educates the Church about deacons and our collective call as followers of Jesus to *diakonia*.

Background:

In July 2021 ADC members voted to formerly change the name of our organization from the Association of Anglican Deacons in Canada (AADC) to simply Anglican Deacons Canada (ADC). The members also approved new vision and mission statements and passed a motion for ADC to federally incorporate as a non-profit organization and elected a new board of directors. Anglican Deacons Canada has now received our Certificate of Incorporation under the Canada Not-for-profit Corporations Act (dated March 29, 2022). We are now well-positioned to undertake a strategic planning process which will help us to establish priorities for the next 3 to 5 years while also taking some time to envision a longer-term future for the organization and its members.

ADC's board is a working board. We have no staff. Recruiting and managing new volunteers effectively will be key to expanding what we can achieve in the next three to five years. In addition, incorporation as a non-profit may allow us to hire students through government grant programs in the future.

Board Feedback re: Process:

There are mixed opinions on the board as to what extent grassroots members should be engaged in this strategic planning process. Some members feel that the board (which includes two representatives from each ecclesiastical province) is already representative of the membership and would prefer to engage the membership once the board has fleshed out actual strategic goals and possible ways of achieving them. Other members see engaging and listening to our members at an earlier stage in the strategic planning process through surveys and/or consultations via ZOOM as key.

Strategic Planning Committee or Task Force:

The board would like to have all twelve of its members (who represent all four of the ecclesiastical provinces of the Anglican Church of Canada) serve as ADC's strategic planning committee. However, we are open to other possibilities for organizing the process provided that all members of the board can be engaged in significant ways in the strategic planning process.

Timeline: Strategic planning process to begin in 2022 once the successful candidate has been contracted by ADC. The resulting strategic plan to be delivered to and approved by the board on or before December 2023. The new strategic plan to be presented to the ADC membership for adoption at a members' meeting in 2023 (if possible) and no later than June 2024.

Deliverables:

The successful candidate will:

- Identify the board and organization's strengths and help us to be forward-thinking as an organization
- Design and facilitate a strategic visioning and comprehensive planning process including significant consultation with members of the Board of Directors and regular reporting
- Ensure that strategic planning conversations are productive and innovative and oriented towards creating a shared future and vision for ADC
- Develop a comprehensive, actionable Strategic Planning document that is suitable for public review and presentation.

Skills and Experience:

In addition to being an experienced strategic planning facilitator, the ideal applicant will also have *some* of the following experience and skills:

- experience assisting national groups with strategic planning
- an ability to adapt and learn how to function within complex church structures
- experience working with churches at the parish, regional or national level
- an appreciation of and understanding of the church's call to *diakonia* and the role of deacons

Appointment Process:

- The ADC Board has prepared a short list of potential candidates. Board members also felt that it would be better if those board members who put forward names of potential candidates were not be involved in the actual selection of candidates.
- The President, Vice President, and Secretary of the board will act as the search committee and determine which applicants to interview, interview the candidates, and make a recommendation to the board as to which candidate the board should hire.
- The search committee will ensure that this request for proposals is sent to each of the candidates on the list of proposed candidates developed by the board.
- The search committee will also ensure that the request for proposals is advertised through ADC's website and social media channels as well as through other appropriate channels

Proposals should include the following:

- Your overall approach to this type of project.
- A more detailed outline of your process & deliverables, including a timeline.
- A sample of work produced for a similar type of strategic planning project you have completed.
- A rough estimate of what this project will cost us if we retain you.
- What you expect from the ADC Board during this project.
- Three references we can contact for previous strategic planning projects you have completed.
- When you would be available to start this project with us.

Deadline for Submission of Proposals: May 20, 2022

Proposals to be sent electronically to:

The Rev. Deacon Lisa Chisholm-Smith
President
Anglican Deacons Canada
revdeaconlisa@gmail.com