



June 15, 2010

Champions For Our Children

Dear Prospective Applicant:

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A public entity.

First 5 LA is issuing this Request for Qualifications (RFQ) to individuals and/or groups interested in working with staff and Commissioners as a Best Start Community Partnership Supervising Facilitator. The Supervising Facilitator will be tasked with directing a team of facilitators who will guide community partnerships through a planning process expected to run through December 2011 in 14 target communities in LA County. The Supervising Facilitator should be able to manage the dynamics of diverse, multi-ethnic collaboratives and guide the development of a community-specific implementation plan designed to impact First 5 LA's four long-term goals for young children.

The consultant must have extensive expertise and a proven record of success with community organizing, community engagement, partnership development and strategic planning facilitation. The responsibilities of the Supervising Facilitator include facilitating meetings, brokering relationships, resolving conflict, providing training and technical assistance for community facilitators and providing a written report to First 5 LA that documents the planning process.

Interested applicants must prepare and submit all required documents as described in the full RFQ online at www.first5la.org/Best-Start-Community-Partnership-Supervising-Facilitator-RFQ no later than **5:00 pm on July 9, 2010**. In addition to electronic versions of the Signature Authorization and Agency Litigation Forms, please mail signed originals to:

Evelyn V. Martinez, Executive Director

First 5 LA

750 N. Alameda Street, Suite 300

Los Angeles, CA 90012

Attention: Best Start Community Partnership Supervising Facilitator RFQ

For additional information or further questions, please contact Monica Andrade, program officer, via email at mandrade@first5la.org.

Thank you for your dedication to the children and families of Los Angeles County and for supporting the vision and mission of First 5 LA.

Sincerely,

Evelyn V. Martinez
Evelyn V. Martinez
Executive Director

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