



WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks **SECRETARY-TREASURER** Michael LaRoque
DISTRICT I Henry Fox **DISTRICT II** Eugene Sommers **DISTRICT III** Laura Lee Erickson

Request for Proposals (RFP)

Contracted Program Coordinator – Warriors of Wellness Project

Issued by:

White Earth Behavioral Health & Boys & Girls Club of the White Earth Reservation

Project Background

The *Warriors of Wellness (WE-WOW)* project is a culturally grounded, family-centered initiative designed to increase health equity among children and young adults on or near the White Earth Reservation. The project uplifts youth and families through Indigenous teachings, health education, skill-building, and experiential activities that strengthen resiliency, protective factors, and community connection.

Sessions occur weekly across multiple sites, using Anishinaabe cultural teachings, wellness workshops, and community-based activities.

Scope of Work

The Contracted Program Coordinator will oversee planning, implementation, and coordination of all activities at each site.

Responsibilities include:

- Mapping out the curriculum and session flow (based on the 12-week model).
- Scheduling meals and coordinating with caterers/vendors.
- Securing facilitators, cultural teachers, and consultants.
- Organizing supplies for cultural, artistic, and wellness activities.
- Ensuring all programming is culturally responsive and aligned with Anishinaabe values.
- Coordinating field trips and incentive-based events.
- Managing, helping implement, and creating 9 Youth Councils across the White Earth Nation to support youth leadership, engagement, and cultural identity working along side the Youth Administrator.
- Maintaining communication with site leads and partner organizations.
- Supporting evaluation and data collection as needed.

The Coordinator will report to the project leadership team and provide ongoing communication about program progress, challenges, and successes.

Contract Details

- **Timeline:** Three program cycles per year, 12 weeks each.
 - **Contract Type:** Independent contractor agreement.
 - **Location:** White Earth Nation, with travel between program sites required.
 - **Term:** One year, renewable subject to funding and sustainability.
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Desired Qualifications

Applicants should demonstrate:

- Experience working with Native youth and families.
 - Strong organizational and coordination skills.
 - Knowledge of culturally responsive programming and Indigenous traditions.
 - Ability to manage logistics, scheduling, and communication across multiple sites.
 - Experience supporting or developing youth leadership councils or advisory boards.
 - Familiarity with community-based wellness, prevention, or educational programming.
 - Strong collaboration and leadership skills.
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Proposal Submission Requirements

Interested applicants must submit a proposal including:

1. **Cover Letter/Statement of Interest** – outlining relevant experience and approach.
 2. **Resume** – highlighting qualifications, certifications, and past work.
 3. **References** – minimum of two professional references related to similar work.
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Evaluation Criteria

Proposals will be evaluated on:

- Demonstrated experience with youth and families.
 - Understanding of cultural responsiveness and Anishinaabe values.
 - Strength of organizational and logistical planning skills.
 - Experience developing youth leadership structures (councils, peer groups, advisory boards).
 - Overall fit with the goals of the Warriors of Wellness project.
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Submission Instructions

- **Deadline:** 9/24/25
 - **Submit To:**
 - Cortney.pemberton@whiteearth-nsn.gov or
 - Tara.mason@whiteearth-nsn.gov
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Selection Timeline

- RFP Released: 9/3/25
- Contract Start Date: 10/1/25