

Nevada Early Childhood Advisory Council

Strategic Planning Facilitator Criteria

The Nevada Early Childhood Advisory Council (NECAC) is seeking an individual who or agency that is skilled in facilitation but also has considerable experience guiding a team through strategy with an understanding of early childhood in Nevada.

Prior to Planning Session

The facilitator shall gain an understanding of the current structure and work of the Nevada Early Childhood Advisory Committee by:

- 1.) Reviewing the Current Strategic Plan
- 2.) Reviewing Subcommittees and Areas of Focus
- 3.) Reviewing Updated Strategic Plan Activities and Asset Map
- 4.) Conduct additional phone calls and/or surveys to gather larger stakeholder input.

Facilitation

- 1.) Review NECAC Purpose: Council shall work to strengthen state-level coordination and collaboration among the various sectors and settings of early childhood education programs in Nevada.
- 2.) Review Vision – “Nevada’s children will be safe, healthy, and thriving during the first eight years of life, and the system will support children and families in achieving their full potential.”
- 3.) Review Draft Strawman goals from June 2016 session.
- 4.) Review/Modify/Add Goals
 - a. Do the goals represent all of the key areas of strategic focus for the ECAC? If the ECAC achieves these goals, and only these goals, will we have fulfilled our mission?
- 5.) Review/Modify/Add Objectives (sub-goals in plan)
 - a. Are the objectives SMART: specific, measurable, achievable, relevant, time-bound?
 - b. If all of the objectives are achieved, and only these objectives, will the goal be accomplished for the time period?
- 6.) Review/Modify/Add Review strategies (objectives in plan)
 - a. If the strategies are implemented is it highly likely that the objectives will be achieved?
- 7.) Create Action Plan with strategies and subcommittee responsible for overseeing strategies.
- 8.) Facilitate two full ECAC sessions to reintroduce and then finalize the planning process.
- 9.) Facilitate necessary subcommittee work (3 subcommittees) to further the plan in each area.
- 10.) Update current strategic plan. Share document with ECAC.

Conflict of Interest

The facilitator must disclose any relationships, transactions, or other circumstances, including those of an immediate family member, which could result in a conflict between the Nevada Early Childhood Advisory Council’s interests and his or her personal, financial or other interests.

Submission by 3/31/2017

Interested parties should provide their project approach, timeline, and detailed budget by March 31, 2017. All submissions should be submitted electronically to Marty Elquist at melquist@childrenscabinet.org.