



# Expression of Interest: Social Design, Facilitation, & Prototyping Consultant(s)

RE-IMAGINING GOVERNANCE WITH LABOUR, SKILLS, AND IMMIGRATION &  
THEIR SERVICE PROVIDERS

**January 3, 2024**

**CLOSING DATE: Friday, January 12, 2024 at 11:59PM AST**

Impact Organizations of Nova Scotia (IONS) is excited to be partnering with the Province of Nova Scotia and the Department of Labour, Skills, and Immigration (LSI) in the Good Governance project. The project seeks to support stakeholders across LSI in re-imagining governance standards between LSI and its service agreement holders. We are working with organizations and their leaders who receive funding and deliver services through Employment Nova Scotia (ENS) and the Nova Scotia School Adult Learning programs (ALP). Participating organizations include community-learning and Nova Scotia Works organizations from across Nova Scotia.

We are seeking an experienced consultant or consultants to lead the design, facilitation, prototyping, and evaluation process for five regional design sessions using elements of human-centered design, design thinking, and social innovation approaches.

The ideal candidate(s) will have experience in these approaches and can demonstrate a strong commitment to and experience with relational ways of working, anti-oppressive practices, non-profits, and social impact.

Fill out the [Expression of Interest form here](#), after reading the full details in this brief.

# Project Overview

## Purpose

The primary goal of this initiative is to develop co-created prototypes that might shift how Governance Standards are implemented in working agreements between LSI and their service providers in the Adult-Learning program and Employment Nova Scotia funded work. This work is in response to the recommendations from the Office of the Auditor General's Report from the investigation into the misuse of public funds by the former Island Employment Association. The project brings together leaders within LSI and the service providers, including Executive Directors, project leads, operations managers, and board executive members to explore governance as a concept and how it might be improved in collaboration across the system.

## Deliverables

- Design and coordination of five (5) in-person regional sessions with the design and implementation team. Potential for contributing to the design and facilitation of additional online educational sessions for participants to support grounding and shared understanding of concepts and ideas, prior to the regional sessions.
- Hosting, facilitation, and evaluation of Five (5) in-person regional sessions with the development of prototype(s) for new governance standards between LSI and their service agreement holders that includes themes and common elements emerging from the regional sessions. Potential for an online session bringing together stakeholders from across the province to validate the ideas for the prototype before implementation.
- Implementation and evaluation of prototypes with voluntary participating organizations over a four–five month period.
- Contributions to a summary report and presentation to LSI.

## Scope of Work

### Regional Sessions:

- Objective: Participants from ALP and ENS funding streams of LSI engage in a 1-day session in their respective regions that gathers evidence and co-created ideas for improved governance standards. The design process and sessions are approached with a relational, collaborative, and anti-oppressive approach that uses promising practices from human-centered design, social innovation, and design-thinking methods.
- Outcome: Participants feel their voices, ideas, and experiences are valued and incorporated into the potential prototypes. Participants leave with shared understandings of next steps and increased relationships across the LSI funding network. Ideas and themes reflect the needs and opportunities within the regional context.

### Summary Report:

- Objective: The final report to LSI and stakeholders outlines recommendations and lessons learned through this project, based on findings from the implementation and evaluation phase of the project. The Project Lead, Good Governance, is accountable for the report overall, with contributions from the consultant(s).
- Outcome: LSI and their service agreement holders have shared understandings of the learnings and insights from the prototypes. New governance standards between LSI and their service agreement holders meet more needs of the multiple stakeholders. Funded organizations have a better understanding of these governance standards and how to implement good governance practices at their respective organizations and they have a shared understanding of LSI's role in supporting good governance.

### Emergence & Flexibility:

- Objective: This work is approached with an understanding that elements of this project may change over time as we learn new information. This work is guided by IONS four accountability layers which strive for the work to be reciprocal, responsive, relational, and re-imaginative.
- Outcome: The consultant(s) and IONS team members who contribute to this work are adaptive, flexible, and responsive to the needs of the project and the relationships within the work.

## Timeline and Budget

This work has been well underway in 2023, with our funding partners and with input from surveys and interviews. The work of design of the next stages is anticipated to begin by February 2024.

**Overall Budget: \$40,000-\$50,000 inclusive of HST.**

It is possible that some of the budget may need to be reserved for unknowns and unexpected developments throughout the course of this project.

<b>Expression of Interest process opens</b>	<b>Jan 3 - 12, 2024</b>
<b>Candidate shortlisting begins</b>	<b>Jan 15, 2024</b>
<b>Candidate interviews</b> We may begin to interview based on initial applications. If a suitable applicant has not been chosen, then the process will stay open longer.	<b>Jan 15-31, 2024</b>
<b>Session Design</b>	<b>Feb - Mar, 2024</b>
<b>Session Hosting &amp; Facilitation</b>	<b>Apr - May, 2024</b>
<b>Prototyping &amp; Ongoing Evaluation</b>	<b>Jun - Oct, 2024</b>
<b>Reporting &amp; Project Wrap Up</b>	<b>Nov - Dec, 2024</b>

## Next Steps

- Complete this [Expression of Interest form](#) so IONS can learn more about you and your experiences, knowledge, skills, and values.
- Preferred candidates will be invited to virtual interview the week of January 15, 2024.
- Submissions to the Expression of Interest may be considered beyond this time until the right candidate has been selected.

## Conclusion

We are enthusiastic about the potential impact of this work and looking to collaborate with passionate advocates for equity, learning, and social innovation.

Questions about this process and work can be directed to Tyler Colbourne, Project Lead, Good Governance, at [tyler@ions.ca](mailto:tyler@ions.ca).