

Proposal: Consultant for Core Documents

About NUA

Founded in 1997, New Urban Arts is a nationally-recognized community arts studio for high school students and emerging artists in Providence, Rhode Island. Our free, year-round out-of-school programs promote sustained mentoring relationships between urban high school students and trained artist mentors—who, together, engage in youth leadership, risk taking, collaboration, and self-directed learning. We are grounded in the belief that in order to fulfill the promise of our democracy, all young people, no matter their place in society, should have the opportunity to become more creative and independent thinkers.

Our Goal

To examine and adjust our Core Documents, which include our mission and values.

The Reason

As New Urban Arts approaches its 25th Anniversary, we want to take time to review our core documents, including our mission and core values, and adjust or reaffirm them as needed as we look ahead. Our mission was written approximately 20 years ago; we're in a new time and place. We want to stay relevant and ensure we're best serving students.

Our current mission is *to build a vital community that empowers young people as artists and leaders to develop a creative practice they can sustain throughout their lives*. It captures vital aspects of our work, but we also feel that it should reflect our ambitions around equitable access to creative expression and arts education.

We want to work with an external partner so that all team members can participate fully in the process without having to divide their attention between facilitation and participation.

Timeline:

- June 1, 2021 – RFP released
- June 22, 2021 – Proposals due
- June 22 - June 29, 2021 – Reviewing Proposals
- July 5 - July 19, 2021 – Calls with selected applicants
- July 26 - August 9, 2021 – Virtual interviews of 3 – 5 applicants
- September 2021 – Consultant begins work
- May 2022 – Work completed / delivered

Qualifications:

- Alignment with NUA's work and vision
- Experience working with nonprofit organizations and wide-ranging stakeholders, including staff, board of directors, youth, artists, parents, and alumni
- Effective facilitation skills
- Skills and experience designing, facilitating, and shepherding organizational visioning and learning, with a clear anti-racist and anti-oppressive pedagogical approach
- A sophisticated understanding of organizational management strategies and tools

Expectations/Deliverables:

- Organize and host meetings with various stakeholders groups to make sure all voices are heard
- Maintain consistent and clear communication of work status with the Executive Director
- Rewrite mission and values statements by May 2022
- Present final work to staff, STAB and board

We welcome the inclusion of any additional recommended deliverables or proposal elements not explicitly described or requested above.

Support Materials

The following documents can support you in preparing a proposal:

- [*New Urban Arts Current Mission and Core Values*](#)
- [*New Urban Arts 2019-24 Strategic Plan*](#)

Proposal Submission & References:

NUA has estimated an annual budget range of \$10,000 – \$15,000 for the Core Documents consultant position.

Components to the proposal should address your recommended approach, anticipated work plan, a breakdown of timeline and budget/rate, resume, and relevant work samples. Provide two to three (2-3) references from current or past projects in the last five (5) years. Please include with each reference a brief project description, project date, and contact information.

Please submit your proposal electronically in PDF format by the end of day **June 22, 2021** with the subject line "Proposal: Consultant for Core Documents" to Emily Ustach, Deputy Director (Emily@newurbanarts.org).