



REQUEST FOR PROPOSALS

Introduction

The purpose of the Request for Proposals (RFP) is to select a consultant to facilitate a strategic planning process for the Annex Teen Clinic.

The Annex Teen Clinic has been providing confidential, nonjudgmental, and fact-based sexual healthcare and education to adolescents and young adults (through age 25) since 1971. The Annex is located in Robbinsdale, MN and partners with young people in Northwest Hennepin County. Our current mission statement reads: The Annex Teen Clinic helps young people take charge of their sexual health by providing confidential health services and education. We do this through a combination of clinic services and sexual health education that utilize a youth development framework and authentic youth-adult partnerships through an intersectional lens.

The Annex has 28 staff, 13 members on its Board of Directors, and four Youth Leadership and Advisory Councils. It is important to note that 7 of our board members are new since February 2021. As an organization we center youth voices and support youth leadership and decision-making in all aspects of our programming. We strive to create a community that recognizes bodily autonomy and expands health access. We seek to continuously approach our work with an intersectional lens. We believe that sexual and reproductive health cannot exist without racial and social justice and that a commitment to anti-racism in our work is central to just and ethical sexual healthcare and education. At the same time, we recognize that the Annex both colludes in and resists reproducing systems of racial oppression and that we have room for significant growth in centering racial and reproductive justice into our strategic plan. We are seeking the services of a strategic planning consultant who has the experience and qualifications to lead our strategic planning process through an anti-racist lens and praxis.

Scope of Work

1. Determine and recommend which method of strategic planning best fits the Annex Teen Clinic and the environment we will be operating in over the next 5 years.
2. Facilitate a review of the current Strategic Plan including mission, values, and vision. Identify strengths, weaknesses, and progress towards achieving current strategic positions.
3. Facilitate identification of and input from key stakeholders, including but not limited to, board members, staff, young people, state and county contractors, health system leadership, etc.

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4. Coordinate process for the collection of feedback from key stakeholders to help better understand critical trends in the communities and systems we operate in.
5. Assure the planning process is grounded in a health and racial equity lens and that communities most affected by health disparities have substantial and meaningful opportunities to provide leadership and decision-making power.
6. Assist with prioritizing selected goals/objectives and creating a framework for establishing and measuring progress towards annual goals.
7. Incorporate leadership succession planning into strategic planning discussions.
8. Assure meaningful opportunities for young people to provide input into strategic planning discussions and decisions.

Qualifications

1. Required: Previous strategic planning consulting experience from start to finish including pre-planning work, coordinating activities, and ensuring a quality final, finished product. Interested applicants should include an example of a strategic plan that resulted from their consulting efforts.
2. Required: Demonstrated experience facilitating organizational change through an anti-racist lens and praxis.
3. Preferred: Experience integrating a reproductive justice framework into one's work and understanding of the importance of bodily autonomy, access, control over one's reproductive health, choice, and intersectionality.
4. Preferred: Previous experience working with a non-profit organization focused on healthcare delivery, public health, or education.
5. Preferred: Previous experience working with a youth-focused organization or organization that has youth-focused programming.
6. Required: Ability and experience facilitating a virtual planning process that provides flexible participation experiences for those with calendar conflicts.

Timeline

Please submit a proposal, example of previous work, and list of references by May 1, 2021 to Brian Russ, Executive Director by email to brian@annexteenclinic.org. The board and staff would like to begin strategic planning activities in the summer/fall of 2021.