



## **Request for Proposal for Bystander Training**

**Proposal Deadline: August 2, 2019, 5:00 PM**

Proposal submissions should be emailed to [communityrelations@goshencity.com](mailto:communityrelations@goshencity.com)

### **Background**

The Goshen Community Relations Commission (CRC) is a group of 9 volunteer residents appointed by City Council and the Mayor to focus on the “people issues” of our town. We are mothers, fathers, business people, educators, immigrants and native born Americans who share the vision of a vibrant, dynamic Goshen. The CRC has a twofold purpose: (1) to eliminate segregation or separation based solely on race, religion, color, sex, disability, national origin or ancestry, since such segregation is an impediment to equal opportunity, and (2) to foster communication and understanding within the diverse cultures in the community. Additional information about the CRC can be found on the [CRC webpage](#).

### **CRC Mission**

The CRC is in the process of revamping its mission statement. The current mission statement reads as follows:

The CRC mission is to foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity for education, employment, and access to public conveniences, accommodations and real property.

We anticipate the future mission of the CRC will be focused on the broad topic of discrimination along with education on the topic of discrimination.

### **CRC Vision**

Goshen is a vibrant, dynamic community. Together we strive to:

- Strengthen our social and economic resources
- Promote vitality, safety, and wholeness
- Engage, embrace, and celebrate our cultural commonalities and differences
- Address challenges to our common good

### **CRC Guiding Principles**

- Respect for each other and respect for each other’s rights
- Open communication and engagement
- Honesty

- A safe community
- Acceptance that change has positive and negative consequences
- Tolerance of differences
- Support for equality and freedom from discrimination

These principles and additional background are included herein.

### **Bystander Training Objectives**

The primary objective of this training will be to provide an opportunity for the CRC, the Mayor of Goshen, and the Goshen City Council (1) to learn about the need for bystander training, (2) to learn bystander terminology and intervention methods, and (3) to develop bystander intervention skills. A secondary objective will be for this training to provide an opportunity for the CRC to critique and evaluate the training for potential use in the future in other venues and contexts in the City of Goshen. Should the CRC decide to use this training going forward the CRC would like to offer this to the community at large (i.e., for general social and interpersonal situations), to the Goshen Police Department, and to Goshen Community Schools, subject to said organizations' willingness and interest in the training. Ultimately, we want these trainings to foster community responsibility for the respectful treatment of all the people who reside in or visit Goshen.

### **Bystander Training Defined**

Bystander training is based on social science principles that prepare individuals or groups to address a situation of verbal, physical or any type of harassment. A bystander is anyone who observes a situation; an active bystander realizes what's going on and chooses how to respond.

### **Bystander Training Proposal**

The CRC expects this bystander training to:

1. Be 90-120 minutes in length
2. Be deliverable to groups ranging in size from 10-25 persons
3. Include definitions for discrimination, micro-aggressions, racism, sexism, heterosexism, genderism, classism, ableism, nativism, sizeism, ageism, and any other type of group-based discrimination the facilitator deems important.
4. Describe the different types of aggressions that might be reflective of discriminatory behavior (e.g., physical, verbal, innuendo, jokes, etc.)
5. Provide different types of interventions that can be used safely when one observes aggressions or discriminatory behavior
6. Describe how to interact with the perpetrator
7. Describe how to interact with the victim, whether the victim be a minor or an adult
8. Provide examples of how not to interact with the perpetrator and/or victim

### **Trainer Qualities**

1. Be an excellent communicator, both orally and in writing
2. Demonstrated experience of facilitating trainings
3. Ability to think strategically about how to facilitate the training
4. Experience with instructional design
5. Ability to be patient and respectful towards all and to respond positively to questions that challenge the need for such training, and to potential resistance of the training

6. Be without bias towards any one person or any group (we expect a wide range of participants with significantly different backgrounds and perspectives)

### **Trainer Requirements**

1. Attend CRC monthly meetings during the period of this engagement
2. Consult with CRC Bystander Training Subcommittee as needed during the period of this engagement
3. In collaboration with the CRC Bystander Training Subcommittee create an evaluation for participants to complete after the training
4. Willingness to learn as much as possible about the participants prior to the training (i.e., the CRC, the Mayor, the City Council)

**Timeframe:** The first training with the CRC, The Mayor, and the City Council will take place on a date agreed to by all parties, preferably on or before September 30, 2019.

**Compensation:** To be determined

**Please Note:** Although not required, priority will be given to Bystander Training facilitators who are bilingual in Spanish and English. Also, we desire someone who can communicate effectively with a broad audience made up of widely varying perspectives and experiences.

The CRC will make a final decision on the chosen trainer on August 8, 2019 or on September 10, 2019 at the latest, both dates of which are the CRC's regularly scheduled monthly meetings.

If you have questions about this RFP, please send an email to [communityrelations@goshencity.com](mailto:communityrelations@goshencity.com) or call 574-238-5514. We will email or return your call within 24 hours.

### **Proposal Submission**

In light of the above, please plan to **submit the following** with your proposal:

1. A general outline of your proposed training
2. A description of the facilitation methodologies you plan to use
3. A description of your experience
4. 2-3 samples of your work, and, if appropriate, names of clients that you have served
5. Comments from 2-3 of your clients regarding the work you have done
6. Expected compensation, including at a minimum a general outline of the basis for this compensation and the hourly rate at which you typically bill for such services.

Your proposal should be submitted to [communityrelations@goshencity.com](mailto:communityrelations@goshencity.com)



## **Community Relations Commission (CRC) of Goshen CRC Statement of Principles**

As a Community Relations Commission and as individuals, we celebrate the community that is Goshen. We believe in Goshen, which is why we have made it our home. We also want Goshen to be a place of positive community relations in which all residents can enjoy equality as well as life, liberty and the pursuit of happiness.

At the same time, we recognize that our community is experiencing challenging times and we have observed significant demographic, social, and economic changes over the past 10 years. All of us, regardless of background, are encountering realities that we have never encountered before. During times such as this it is important to name and claim basic principles that remind us who we are and what we aspire to be so that all people can lead lives of dignity and peace. We view this as an important step toward achieving positive community relations.

Therefore, in recognition of our similarities and differences, both within the Commission and the broader Goshen community, the CRC declares its commitment to the following principles:

**Respect for each other and respect for each other's rights**

**Open communication and engagement**

**Honesty**

**A safe community**

**Acceptance that change has positive and negative consequences**

**Tolerance of differences**

**Support for equality and freedom from discrimination**

As the Community Relations Commission, these are the principles we aspire to be known for. We encourage others to embrace these same aspirations. While we recognize that it is important to actively pursue these principles, we will be mindful of the potential need to review and adjust this set of principles from time to time.

Adopted December 8, 2009