RFP: Meeting Facilitation March 1-2, Chicago

The Media Consortium, a nonprofit international network of progressive independent news outlets, seeks a facilitator for our strategic planning meeting to be held in Chicago Saturday March 1 to Sunday March 2. Details below.

When: Facilitation required Sunday, March 2, from 11:00-2:00

Desirable: facilitator be present on Saturday March 1, 2:00-5:00 and Sunday, March 2 from 8:30-11:00

Where: University Center Conference Center, Chicago (La Salle and Congress)

Who: 40-50 stakeholders of the Media Consortium—participants will include publishers, executive directors, editors, foundation program officers, nonprofit project directors, plus some lower level staff at news organizations.

Goal: We are seeking an answer to this big question: What is the unique value of the Media Consortium? (what is its unique value for its member outlets, for its funders, for its allies, for its sector, for the public)?

Process:

* Board Meetings since September to discuss focus of strategic planning
* Survey sent to members in January (response rate: 60%)
* Focus groups with larger members, funders, media watchers in Jan/Feb
* Planning committee to create process for meeting in Feb
* Facilitated meeting March 1-2
* Planning committee to provide 5 page report on meeting w/next steps
* Board and stakeholder retreat this summer (date tbd)
* Actionable steps reported back to stakeholders by August
* Report back on steps taken as result of strategic planning in Feb 2015

Qualities sought in facilitator:

1) Deep experience facilitating large groups (not just boards)

2) Experience facilitating strategic planning events geared toward mission/vision

3) Experience facilitating nonprofit groups

4) Proven ability to bring groups to a decision point

**It is critical that this event not be about process, but be about result.**

**Contact:**

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\*Please note that our annual budget is $250,000 which means we have limited resources to pay for facilitation; set out your scope and requirements accordingly.