



Request For Qualifications: Management Training Specific for New Managers

Introduction:

California Parenting Institute (CPI - dba Child Parent Institute), is a 501c3 non-profit organization offering programs that focus on the well-being of families and children through the development of healthy and nurturing parenting since 1978. For 46 years, CPI has been able to help provide for the needs of the community in response to challenging times. CPI's programs and services are trauma-informed, community-focused, evidence-based, and merited as best practices. One of the guiding principles CPI operates from is to "value disorganization and vulnerability as an opportunity." We have embraced this value through the years in working with families with past trauma histories, struggles with mental health issues, substance abuse, unstable housing, recovery from catastrophic fire storms, floods and COVID. CPI responds to these needs by offering a broad range of programs including parent education and support services, child and parent mental health services, including perinatal support, supervised visitation, school-based services, parent mentoring and resource navigation.

At CPI we believe our workplace culture can be inspiring, respectful, and provide growth for all staff. Our values are to look at both elevating and promoting from within. As with that value, the agency wants to support our management with a training program, as we recognize that staff join the organization at various levels of leadership experience in order to be successful in their positions.

We are recruiting for a consultant who has experience training new managers. We wish to ensure our new program managers receive the necessary training to perform their roles effectively and align with the job expectations. We anticipate that there will be ongoing training and support by the Executive Team that will supplement this training.

Specifics:

We are looking to provide training for new managers that cover both the hard and soft skills. Some of the topics would include:

- Communication
- Conflict Resolution
- Leadership Skills
- Critical Thinking
- Time Management
- Diversity and Generational Differences
- Data Collection & Grant Reports
- Managing Budgets
- Recruiting/Interviewing
- Coaching and Terminations



Statement of Qualifications due by Jan 31, 2025

Please provide a statement of your qualifications (limit 2 pages)

Current Resume

Share your strategy and curriculum for project

Rate of pay desired

Send Qualifications to Robin Bowen at **robinb@calparents.org**