



## **RFQ 2122-07**

### **Human Resources Boot Camp Training Services**

The Early Learning Coalition of Orange County (ELCOC) seeks the assistance of a qualified consultant to provide early childhood human resources services via a Human Resources Boot Camp Training program to early childhood child care owners, directors, and family child care home providers in our community.

We assume the consultancy will occur between January 25, 2022 and June 30, 2022. Options to continue the consultancy to refine and expand the engagement may extend through June 30, 2023 based on ELCOC need and funding availability.

For more information on ELCOC go to <https://elcoforangecounty.org/>

The specific assistance desired is:

- Provide human resources coaching & effective people management training for a maximum of 100 early childhood business administrators in support of increasing their ability to implement best business practices in response to current/future business trends, changes in regulations, and impact on their early childhood operations.
- A central and key component of these services will be in supporting early childhood business owners in their capacity to recruit and retain early childhood employees in support of quality early childhood business services.
- Identifiable metrics to capture and report legal/business services and common issues, concerns, successes, and relevant needs to further inform ELCOC early childhood business supports.

The ELCOC collaborates with and supports our diverse and culturally rich early childhood community serving Orange County's young children and their families. Applicants familiar with working with early childhood programs and our community's diverse business community are especially encouraged to apply.

Qualified applicants should submit credentials, a brief description of your approach to the above, and proposed bid not later than 12:00 noon January 21, 2021. Submissions should be sent to:

**Cindy Jurie**  
Director of Research and Special Projects  
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**Jamie Lopez**  
Procurement and Grants Manager  
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For more detailed information and additional resources please visit:  
<https://elcoforangecounty.org/about/procurement/>

**NO PHONE CALLS PLEASE.**