



Request for Quote (RFQ) CAPFO Consultant

Opportunity

eCampusOntario is seeking quotes from qualified individuals to work as a Consultant with faculty members to create Experiential Learning opportunities and engage with employers through the CAPFO portal, powered by Riipen.

Background

CAPFO (le consortium d'apprentissage expérientiel francophone de l'Ontario) is an experiential learning initiative offered online to students in Francophone and bilingual post-secondary institutions in Ontario. CAPFO allows students to develop cross-curricular soft skills and employability skills by pairing real business projects with programs and courses taught in Ontario colleges and universities.

The six members of the CAPFO consortium are:

- Glendon College – Affiliated with York
- Collège Boréal
- University of Hearst – Affiliated with Laurentian
- University of Sudbury – Affiliated with Laurentian
- University of Ottawa
- Collège La Cité

Scope of Work

- Responsible for expanding and deepening eCampusOntario's connections to the Francophone post-secondary education community, French and bilingual post-secondary institution members, educators and students.
- Act as the primary lead for Francophone programming at eCampusOntario, ensuring the successful completion of several initiatives, including support and coordination for Consortium d'apprentissage expérientiel francophone de l'Ontario (CAPFO) and growth of a Francophone Ontario Extend community of practice.
- Build strong relationships within French language and bilingual institutions, including administrators, educators and students, to ensure project success.
- Lead eCampusOntario Francophone programming, acting as first point of contact, ambassador and project champion.
- Initiate, coordinate, plan and execute work relating to Consortium d'apprentissage expérientiel

francophone de l'Ontario (CAPFO) in order to better understand needs of the consortium members to define requirements for a potential new digital solution that will power CAPFO.

- Provide monthly updates to eCampusOntario leadership
- Communicate actively throughout the initiative, generating monthly updates for government partners, eCampusOntario member institutions and the broader postsecondary education community.
- Support CAPFO faculty, assisting with development of experiential learning projects as needed, and be responsible for the timely completion of projects.

Requirements for Submission

- Applicants must clearly demonstrate how their education, skills and experience relates to the scope of work and how they intend to meet the deliverables.
- Applications must include a clear breakdown of estimated hours and budget.
- Applications must not exceed 3 pages.
- Bilingual imperative

Timeline

October 1, 2020 to March 31, 2021

Please submit applications to procurement@ecampusontario.ca by **September 28, 2020**.