REQUEST FOR PROPOSALS (RFP)  
Mental Health Consultant

ISSUE DATE: January 27, 2022

Sitka Tribe of Alaska (STA or the Tribe) is a federally recognized tribal government under the 1934 Indian Reorganization Act that serves over 4,400 citizens of Tlingit, Haida, Aleut, and Tsimshian heritage. The Tribe seeks proposals from mental health professionals for consulting services to the Sitka Tribe of Alaska Child Advocacy Center, which STA is developing in Sitka, Alaska, for all children regardless of their heritage. Winning applicants will have a master’s degree in social work or counseling, an Alaska license in social work or counseling (or be eligible for same), be able to pass a criminal and CPS background check, and be in compliance with the STA Criminal Background Check ordinance. This posting is not for a tribal government employee but rather independent contractor position(s) in the Social Services Department of the Tribe.

Selected contractor(s) would:

1. Participate in regularly scheduled multidisciplinary team (MDT) meetings;

2. Live-view CAC interviews and participate in the case review meetings that occur before and thereafter;

3. Be an active team player in the CAC and Social Services Department;

4. Develop and implement a procedure for the Sitka Child Advocacy Center (CAC) to use when making referrals for children and families to mental health care providers;

5. Provide guidance to CAC Coordinator on matters of mental health concern;

6. Assist in identifying relevant evidence-based mental health assessments and screenings, and in identifying trainings and assessments in trauma-focused evidence-based therapies;

7. Develop a plan for how the CAC and its MDT cope with secondary trauma;

8. Assist in the development of a cultural competency plan for the CAC and its MDT;

9. Provide counseling services to CAC clientele as needed;
(10) Provide input on public health and safety campaigns; and

(11) Assist in grant reporting as necessary.

The successful proposal(s) would enter into a contract agreement with the Sitka Tribe of Alaska, pursuant to funding provided by the Department of Justice, Office for Victims of Crime grant 2018-VO-GX-0127.

INSTRUCTIONS

Proposal reviews will be ongoing until suitable contractor(s) are secured. Proposals may be in the form of a cover letter and resume. Submit proposals in PDF format to catherine.rogers@sitkatribe-nsn.gov with the subject line: Proposal – Mental Health Consultant. Please direct any questions to the same email address.

PROPOSAL QUALIFICATIONS & SCORING

Proposals should include an hourly rate, three (3) professional references, educational background, proof of licensure in good standing, and address relevant suitability and experience. Proposal evaluation will consider the following factors:

1. Price and availability (30%) – ability to be available for interview responses, CAC meetings, and Social Services Department meetings;

2. Experience (35%) – work in social work or counseling; work with and as a member of a multidisciplinary team; performance of macro level social work with community agencies working toward a common goal; work in case management, court proceedings, and/or child abuse investigations; familiarity with funding through Medicaid and IHS; work directly with the Alaska Native community and culture;

3. Suitability (35%) – understanding of child development; understanding of the impact of domestic violence, child maltreatment, child neglect, and the impacts of trauma on children; understanding and the ability to research evidence-based and trauma-informed or trauma-focused mental health therapy and work environments and practices; knowledge of substance abuse, mental illness, FASD, mental and physical disabilities, and treatment options available for same; ability to work across multiple disciplines and with multiple agencies within the community; ability to understand and respect how various systems work; ability and willingness to preserve client and case confidentiality; ability and willingness to pay attention to detail; strong oral, written, organizational, and interpersonal skills.