

IOWA COLLEGE STUDENT AID COMMISSION

INFORMAL COMPETITIVE BID POSTING

2020-2021 Iowa College & Career Readiness Academy Facilitator

(Anticipating 2 Contract Awards)

Iowa College & Career Readiness Academy Information

Iowa College Aid's Iowa College & Career Readiness Academy program has implemented a set of online training courses designed specifically to meet the needs of college and career access professionals in Iowa.

These courses provide educators with access to the necessary information, resources and tools to support all students to be college and career ready, including how to operationalize the Iowa Department of Education's definition, index, regulations for student and district plans, and the practical implementation of the American School Counseling Association model for student advising.

The intent of this posting is to contract with knowledgeable college and career access professionals to serve as Facilitators for the Iowa College & Career Academy.

Contract Description

Iowa College Aid's Course to College program desires to contract up to two (2) Facilitators to lead the online Iowa College & Career Readiness Academy classes. This is a one-year agreement with the option to renew for one (1) additional year.

Facilitators will be responsible for the following:

- Facilitate up to eighteen (18) credit hours of Iowa College & Career Readiness Academy courses on AEA PD Online platform
- Adhere to the policies and procedures outlined in the AEA Learning Online Instructor handbook
- Recommend modifications to current Iowa College & Career Readiness Academy course content to increase the applicability to Iowa school counselors, educators, administrators, and others who work in postsecondary access and success
- Suggest additional topics for future Iowa College & Career Readiness Academy course development

The ideal contractor(s) must:

- Have experience leading courses online
- Be experienced education professionals with history as an AEA Lead (or similar position)
- Hold a Master's Degree in School Counseling, Education, or similar
- Complete online instructor vita through AEA Learning Online
- Complete Iowa College Aid Facilitator Training prior to facilitating Iowa College And Career Readiness Academy courses
 - This course is provided by Iowa College Aid on an as-needed basis

The ideal contractor(s) should:

- Have participated in or taught an Iowa Go Alliance Academy course or the Iowa College & Career Readiness Academy
- Have been involved in developing courses aimed at college access professionals
- Have extensive knowledge of online class facilitation of groups of up to 15 participants

Reimbursement

Facilitators will be reimbursed at the rate of \$750/credit hour. Specific requirements for each reimbursable activity will be described in the service contract.

How to Respond:

Interested parties will reply to icsac.accounting@iowa.gov with a listing of relevant work experience, education, and skills that demonstrate the required qualifications (such as a resume or CV), along with a statement of availability to complete contractual activities and an indication of the number of classes they wish to be considered to facilitate.

The winning contractor(s) will have the best combination of credentials and availability as scored. Scoring will be posted as an addendum prior to the closing of this post. Addenda to this Informal Solicitation will be posted at <http://bidopportunities.iowa.gov>.

State of Iowa Service Contract Terms can be found at <https://das.iowa.gov/sites/default/files/procurement/pdf/050116%20terms%20services.pdf>