Request for Proposals: Team Retreat Facilitator - Consultancy

RFP n#: 2022_05_FO_TRFACILITATOR

Location: St Clair (between Lyon and Valence, France)

Start date: 05 July 2022
End date: 08 July 2022

Better Cotton key contact: Siobhain Coburn
Finance & Operations
tender@bettercotton.org

All applications must be sent by email, to Better Cotton’s key contact, with the subject header: “Application RFP Team Retreat Facilitator – RFP n# 2022_05_FO_TRFACILITATOR”.

Questions, requests, and applications sent after the deadline (10 June 2022) will only be considered in exceptional circumstances.

Description

Better Cotton is the world’s largest cotton sustainability programme. Our mission: to help cotton communities survive and thrive, while protecting and restoring the environment. In challenging times, we are meeting the challenge head on. Through our network of field-level partners we have trained over 2.5 million farmers in 23 countries in more sustainable farming practices. A quarter of the world’s cotton is now grown under the Better Cotton Standard. We have united the industry’s stakeholders behind our efforts, and by 2030 our aim is to have trained 5 million farmers and doubled global production of Better Cotton.

Background

The Better Cotton Finance & Operations global team are planning a 2.5-day retreat in St Clair (between Lyon and Valence, France) from Tuesday 5th to Friday 8th July 2022.
We are looking for an experienced facilitator to support us achieve the best outcomes from this event. If you are an experienced facilitator who can support teams to improve their communication collaboration and unlock creativity, we would love to hear from you.

**Scope of Work**

The purpose of the retreat is:
1. to bring the broader team together (Finance, Global Operations and HR)
2. to strengthen relationships and have time away from our desks, email interruptions, instant messages, and personal commitments
3. to understand our role in the broader organisation

Throughout the retreat, we want to develop better ways of working and think of how we can support each other to become a high performing team better placed to deliver the organisational mission.

Our team has a diverse group of experiences, skills, and backgrounds. Our facilitator must have experience working with a support function team in a mission-driven organisation.

In addition to skills, competencies, and expertise, we will consider value for money and demonstrable commitment to the sustainability field to evaluate applications.

**High-level Timeline**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tbody>
<tr>
<td>10 June 2022</td>
<td>All applications must be submitted by email, headed “Application RFP Team Retreat Facilitator – RFP n# 2022_05_FO_TRFACILITATOR” addressed to Siobhain at <a href="mailto:tender@bettercotton.org">tender@bettercotton.org</a></td>
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<tr>
<td>13 June to 17 June 2022</td>
<td>Applications review &amp; shortlisting / Interviews</td>
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<td>By 20 June 2022</td>
<td>The successful applicant will be notified</td>
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<tr>
<td>05 – 08 July 2022</td>
<td>Consultancy</td>
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**Application Requirements**

To apply, please send the following to tender@bettercotton.org

1. A CV
2. Financial Proposal/Details of your daily rate
3. A short description of your proposed approach

Better Cotton will cover travel costs, hotels and food expenses as per our Travel Policy & Manual.
We thank all applicants for their interest; however only shortlisted applicants will be contacted.

Better Cotton is committed to good practice and transparency in the management of natural, human, and financial resources. All applications will be reviewed under the principles and subject to Better Cotton's policies on equal opportunity, non-discrimination, anti-bribery & corruption, and conflict of interest.