



Terms of Reference (ToR) - Consultant Services for Indigenous Community Recruitment and Engagement

Location: Remote / Anywhere in Canada

Duration: May 15, 2025 - August 15, 2025

Background

The [Motivating Net-Zero Action \(MNZA\) project](#), led by QUEST Canada, supports rural, remote, and Indigenous communities in advancing equitable, community-driven climate and energy planning. The project is currently in the recruitment phase for Indigenous community participation.

Objective

To engage an Indigenous consultant organization to support the recruitment and engagement of at least six (6) Indigenous communities into the MNZA project and to co-lead community-level engagement activities leading to the development of initial net-zero pathways.

Scope of Work:

The consultant will:

- Identify and recruit a minimum of six (6) Indigenous communities to participate in the MNZA project.
- Collaborate with the MNZA project lead to conduct interviews with community representatives.
- Coordinate and facilitate in-community engagement sessions, including:
 - One (1) visioning session per community.
 - One (1) focus group per community.
- Analyze findings from the interviews, visioning sessions, and focus groups.
- Develop a short, high-level net-zero pathway for each participating community based on the engagement findings.

Timeline:

- Work will take place between **mid-May and mid-August 2025**.
- A detailed work plan and timeline will be developed in collaboration with the MNZA team.



Eligibility:

- The consultant must be an *Indigenous-led organization or business* with demonstrated experience in community engagement and working with Indigenous communities on climate, energy, or related social issues.

Deliverables

- Verified commitment to participate from at least six (6) Indigenous communities.
- Summary reports from interviews, visioning sessions, and focus groups for each participating community.
- A short, high-level net-zero pathway document for each participating community.
- A final summary report outlining the recruitment and engagement process, lessons learned, and recommendations for future phases.

Application Process

Interested Indigenous consultant organizations should submit a brief proposal outlining:

- Relevant experience and qualifications.
- Approach to community recruitment, engagement, and net-zero pathway development.
- Team bios (if applicable).
- Budget estimate and availability between May and August 2025.

Submission Deadline

A written proposal including budget estimate (no more than four pages in length) should be submitted to gpinchin@questcanada.org no later than **Wednesday May 7, 2025 by 11.59pm EST**. Please use the subject line: **"Consultant Services for Indigenous Community Recruitment and Engagement - Motivating Net-Zero Action (MNZA) Project"**