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## REQUEST FOR PROPOSAL (RFP)

### Assessor – Prior Learning Assessment and Recognition (PLAR)

#### Issued By:

First Nations Housing Professionals Association (FNHPA)  
473 Kokomis Inamo, Unit #1  
Pikwakanagan, ON  
K0J 1X0  
Allystarr Johnson  
[allystarr@fnhpa.ca](mailto:allystarr@fnhpa.ca)

**Proposal Submission Deadline:** November 28<sup>th</sup>, 2025, by 12:00 PM EST

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#### 1. Background

The First Nations Housing Professionals Association (FNHPA) is a national not-for-profit organization that supports housing professionals working within First Nations communities. Our FNHP Certification Program is designed to recognize and enhance professional competencies in First Nations housing through formal training, practical application, and assessment. Candidates could fast-track their certification process with our PLAR option. By showcasing your expertise through a professional portfolio, candidates may qualify to skip the five courses and focus solely on the final examination.

To support our growing program, FNHPA is seeking qualified individuals to serve as Assessors for the Prior Learning Assessment and Recognition (PLAR) Program.

#### 2. Scope of Work

- Review portfolios submitted by potential candidates
- Coordinate with individuals for the application process
- Submit completed portfolios to Education Manager for final review

#### 3. Qualifications

- Extensive experience in First Nations housing and/or a post-secondary degree or diploma in Education
- Familiarity with FNHPA competencies and standards
- Hold an FNHP designation and be in good standings





#### 4. Submission Requirements

All proposals must include the following information:

- A cover letter addressing interest in being a PLAR Assessor, as well as stating familiarity with FNHPA's competencies and learning outcomes
- Resume outlining relevant education and professional experience
- Proof of FNHP Certification
- Availability to start
- References (minimum of two)

#### 5. Submission Instructions

Please submit your proposal electronically in PDF format to:

Education Manager: Allystarr Johnson at [allystarr@fnhpa.ca](mailto:allystarr@fnhpa.ca)

Subject Line: **RFP Submission – PLAR Assessor**

*Late submissions will not be considered.*

#### 6. Additional Information

- FNHPA reserves the right to accept or reject any proposal.
- Only those selected for an interview or contract will be contacted.
- This is a contract-based position; no employment benefits are provided.
- All markers and instructors must comply with FNHPA confidentiality and conflict of interest guidelines and FNHPA's travel policy and rates.

**For questions or clarifications regarding this RFP, please contact:**

Education Manager: Allystarr Johnson at [allystarr@fnhpa.ca](mailto:allystarr@fnhpa.ca)

