

Mpact Masterclass Academy Request for Qualifications (RFQ) for Instructors

Date issued: April 10, 2023

Respond by: May 14, 2023

Mpact is planning a Masterclass Academy designed to equip people working in transit, mobility, land use and development with skills to do the hard work of persuading and leading across sectors, disciplines, and levels of status or seniority. We are seeking instructors and trainers with experience delivering classes on the topics outlined in this Request for Qualifications (RFQ).

Project overview

On Sunday, November 5, 2023, Mpact will host a one-day Masterclass Academy to “fill the toolbox” of a diverse array of professionals in the transit, land use, and community development space. The goal of the Masterclass Academy is to provide practical tools that will elevate attendees’ formal and informal leadership skills and benefit their everyday work. It will be offered in conjunction with the Mpact Transit + Community conference, happening in Phoenix, Arizona, November 5-8, 2023.

Our work (like any cross-cutting work) demands that there be leaders skilled at herding cats without the official authority to do so. Doing intersectional work requires an array of leadership skills to navigate differing perspectives, priorities, and definitions of success. The Masterclass Academy is designed to equip people to skillfully do the hard work of persuading and leading across sectors, disciplines, and formal level of status or seniority.

Mpact seeks instructors who can provide 90-120 minute masterclasses on one or more of the following topics:

- How to run a good meeting (Facilitation)
- How to bring others in (Coalition building & inclusion)
- How to strategically advance an initiative (Project management tools and approaches)
- How to show you’re moving the needle (Evaluation/success measures)
- How to frame your issue (Messaging)
- How to partner with media (Amplifying)
- How to build and maintain momentum for the long haul (Campaign)

- How to lead & plan effectively during times of uncertainty (Adaptive leadership)
- How to harness and leverage power (Inside-outside strategies)
- Public Health 101 and its connection to transit/land use/community development (Social Determinants of Health)
- What community members/organizers wish city planners/government engagement people knew or would do differently
- Other (those responding to the RFQ may suggest another topic)

Project goals

The goal of each masterclass is to equip attendees with approaches and strategies that allow them to level up their work by immediately applying what they've learned in their home context. This does not mean they will become an expert, but rather that they will **extend their leadership ability by learning a new skill, tool, or approach** that is practical for them to employ regardless of their position within an organization or role within a particular project.

For example, a 90-minute masterclass on stakeholder mapping might involve:

- Intro/context setting: 10 minutes
- Presentation: 20 minutes
- Overview of stakeholder mapping skill, tool, or approach: 10 minutes
- Participants interact with skill, tool, or approach: 30 minutes
- Share-out: 15 minutes
- Reflection & closing: 15 minutes

A given class could include a range of attendees, such as an architect, a transit planner, or a county commissioner. All should find it equally pertinent to their work.

Please note:

- We encourage trainers with expertise in multiple areas to submit multiple proposals.
- All proposals submitted will be considered for future Mpact training sessions, whether or not they are selected for the November 2023 Masterclass Academy.
- The November 2023 Masterclass Academy may not include the full menu of topics listed above.

Requirements and scope

Each masterclass must:

- Address one topic
- Be 90-120 minutes long
- Have one or more clearly stated learning objectives
- Have one or more clearly stated takeaway(s) and/or template(s)
- Be structured as a hands-on experience such that attendees are actively participating at least 50% of the time

In addition, each masterclass may be offered up to twice during the Masterclass Academy, so that participants have a range of classes to choose from during each session time slot.

Budget

For each speaker, M: PACT offers a travel stipend of \$1000 plus a one-day flat rate payment of \$1500. Speakers delivering more than one session may receive an additional stipend.

RFQ timeline

The M: PACT Masterclass Academy RFQ is open from April 10, 2023 through May 14, 2023.

Submission requirements

Please submit your proposal at this [online form](#). Questions about the RFQ can be emailed to sarahr@mpactmobility.org; responses will be posted online on April 17, 24, and May 1.

RFQ Questions

The online form includes these questions:

1. What is your Topic?
2. Please tell us about your background/expertise in this topic.
3. Have you provided training in this topic before? Please share where/when/to whom?
4. Please share your proposed workshop
 - Format
 - Learning objective
 - Takeaway(s)/Template(s)
5. Why should we choose you as one of our masterclass trainers?
6. Optional) Please provide a link to one of your training videos.

7. Anything else you'd like us to know?
8. Please share up to 3 references.

Evaluation Criteria

Relevance of proposed topic to M: PACT audience/list of requested topics: 5

Background/experience/level of expertise in topic: 3

History of providing training in topic: 2

Proposed masterclass format: 5

Proposed masterclass learning objective: 2

Proposed masterclass takeaway/template/tool: 5

Bonus points: up to 5

About M: PACT: Mobility, Community, Possibility

At M: PACT, when we look around the places people live, work, and play, we see something hidden in plain sight: possibilities. We bring together leaders, practitioners and advocates working on transit, mobility, affordable housing and transit-oriented development, economic development and land use. For more than 25 years, we've been the place for change-makers who are practical: not afraid to challenge the status quo but grounded in what it takes to get projects done.

We offer:

- A highly-regarded annual conference, [M: PACT Transit + Community](#), focused on transit and transit-oriented development;
- Through [M: PACT:LAB](#) capacity building and leadership development in communities large and small, building momentum with diverse stakeholders;
- Ways to connect year-round via [M: PACT:VOICES](#), offering with learning and fresh ideas from our network.

Get to know us and connect with people who can not only help you with your work but stoke your passion. Tap into energy that's rare and contagious. You'll come away with practical tools, new approaches to your work and a wider network.

Visit our website at www.mpactmobility.org. Follow us on social media @mpactmobility.

