

Peel EarlyON DEI Curriculum Course Facilitation

Request for Proposal FAQ

What are EarlyON Centres?

EarlyON Centres support families looking for safe and welcoming learning experiences for their children. You can:

- Talk to qualified staff and ask questions to meet your family's needs.
- Meet other families and enjoy quality time together.
- Join inclusive high-quality programs with your child.

Parents, grandparents and caregivers can interact with staff and qualified early years experts to learn more about child development, parenting supports and finding resources in the community.

Some EarlyON locations offer French services and Indigenous led programs. The goal of each centre is to meet the unique needs of families who attend programs at their location.

To see sample EarlyON Sites [click here](#)

Who are the Champions of Change?

EarlyON Program Staff (E.g. Program Facilitators, Program Outreach Coordinator)

Who are the Leaders of Change?

EarlyON Leadership Staff (E.g. CEO, Executive Director, Manager, Supervisor)

Curriculum Manual Content:

- [The Champions of Change Diversity, Equity, and Inclusion manual](#) and the [Leaders of Change Diversity, Equity, and Inclusion manual](#) were developed and written by Sharon Douglas, S.M.D. Consulting Inc & Team: Seema Taneja, Anne Marie Coughlin, Jennifer Turner, Leslie Douglas-Shaw. S.M.D. Consulting Inc. & Team
 - The content of this manuals reflect:
 - The outcomes of conversations held with EarlyON senior leadership and program managers, who shared their specific DEI capacity needs.
 - The intentional efforts being made by EarlyON teams to embed and promote diversity, equity, inclusion, respect, and belonging in daily reflective practices to build their individual and collective capacities to enhance service delivery.

Conceptual Framework

The underlying framework of this manual is a dual approach. The first component is a '**Community of Learning and Practice Approach**' (CoLP), which occurs when a group of people come together over an area of shared interest, key issues (DEI), or a set of problems to fulfill both individual and collective goals. Communities of practice often focus on sharing best practices and creating new knowledge to advance a domain of professional practice. Interaction on an ongoing basis is an important part of this.

The second component underlying the work is a **‘Dialogue Approach’**. Embedded within a dialogic approach are elements of *conflict transformation and anti-oppression practice*. Because the structure and process are value-based and are supportive of inclusive communication and respectful of diverse viewpoints, dialogue provides space to explore questions that matter deeply to the participants, enabling them to decide collaboratively how to work with the knowledge that emerges.

The goal is to strive for understanding through dialogue and exploration of others’ experiences, while simultaneously identifying and rethinking one’s own assumptions and perspectives. This is key to relationship and trust building, which are the foundations for moving diversity, equity, and inclusion work forward; it is also foundational to sustaining a healthy community of learning and practice.

What are the primary goals of the DEI CoLP?

- Develop and enhance diversity, equity, and inclusion competency of EarlyON direct delivery program staff, managers, and senior leadership as a core value to strengthen the organizations capacity to serve the diverse children and families who access their centers.
- Demonstrate the convergence and connectedness Between How Does Learning Happen? Ontario’s Pedagogy for the Early Years (“HDLH”) and Diversity, Equity, and Inclusion in reflective thinking and practice.
- Provide space, opportunity and time for all staff to be self-reflective, e.g., to explore their own assumptions, perspectives, and social identity through dialogue in a community of learning and practice.

Overall Learning Objectives- Champions of Change:

Upon completion of the Manual, participants will have:

- Increased and enhanced their knowledge and understanding of diversity, equity, and inclusion values, language, and terms.
- Increased and enhanced their understanding of how diversity, equity, and inclusion is embedded and reflected in EarlyON learning, practices and approaches.
- Explored and understood the differences between diversity, equity, and inclusion concepts.
- Explored and reflected on their own social location, assumptions, and perspectives of diverse and racialized communities.
- Examined how fostering diversity, equity, and inclusion as a core value among all staff including middle and senior leaders can strengthen their capacity to serve our diverse and racialized communities.
- Examined and articulated the convergence between Diversity, Equity, and Inclusion and *How Does Learning Happen? Ontario’s Pedagogy for the Early Years* in daily reflective practices.

Overall Learning Objectives- Leaders of Change:

Upon completion of the Manual, Leadership will have:

- Increased and enhanced their knowledge and understanding of diversity, equity, and inclusion values, language, and terms.
- Explored and understood the differences between diversity, equity, and inclusion concepts.
- Explored and reflected on their own social location, assumptions, and perspectives of diverse and racialized communities.
- Examined how fostering diversity, equity, and inclusion as a core value among all staff including middle and senior leaders can strengthen their capacity to serve its diverse and racialized communities.
- Examined and discussed the values, skills, knowledge and characteristics required to lead and support diverse staff teams.
- Explored and discussed the traits of inclusive leaders.

The following is a brief overview of each module for the **Champions of Change**:

Champions of Change: Module One: Beginning the Journey

In this module we set the stage and tone for learning as we explain and build our community of learning and practice, explain the dialogic approach, and begin to think together about diversity, equity, and inclusion.

Champions of Change: Module Two: Know Yourself - Self Reflection

In this module we begin to explore personal, social identity and socialization. We explore how our experiences shape our values, behaviours, and attitudes towards ourselves and others.

Champions of Change: Module Three: DEI Competence

In this module, we enhance/deepen our understanding of the relationship between individual and structural transformation, and the importance of reframing diversity, equity, and inclusion as a personal and organizational core value. We identify diversity, equity, and inclusion skills that lead to competency.

Champions of Change: Module Four: Embedding DEI in HDLH

In this module, we explore the four foundations of How Does Learning Happen and make the connections with diversity, equity, and inclusion from a values base and as reflective practice.

Champions of Change: Module Five: Embedding DEI in HDLH

In this module, we deepen our understanding and test how to embed diversity, equity, and inclusion into HDLH in practical ways. We will explore how this impacts the 'Quality' of programs. 'High Quality programs and services are designed to support positive, inclusive, and equitable experiences and outcomes; and to foster nurturing relationships between children, parents, caregivers, and educators' (CQI 2023, Quality Statement).

**The Continuous Quality Improvement (CQI): An approach to Continuous Quality Improvement was co-created by the Region of Peel (the Region) and EarlyON service providers (EarlyON providers) using evidence-informed research, provider experience and Ministry of Education guidelines. CQI provides clear and consistent expectations and measures for quality programs. This CQI guide and accompanying workbook gives EarlyON teams the flexibility to reflect on their day-to-day practice through ratings and open-ended questions. Throughout this process, EarlyON teams have an opportunity to celebrate and highlight successes along with identifying areas for growth and further development.*

Champions of Change: Module Six: Closing, Reflection and Evaluation

Tying it all together:

Reflecting on your CQI tool and more specifically the DEI Element

- Do you have better understanding of how to support these indicators?
- In what ways are you doing well on these indicators?
- In what ways can you improve?

In this final session, you are encouraged to review your personal journal notes, reflect and share your thoughts on the community of learning and practice and dialogic approach to learning. If comfortable, please share your key takeaways, any personal and professional changes you have/will make and how these modules have influenced your individual and organizational reflective practices. Recap learnings from early sessions.

The following is a brief overview of each module for the **Leaders of Change**:

Leaders of Change: Module One: Beginning the Journey

In this module we set the stage and tone for learning as we explain and build our community of practice, explain the dialogic approach, and begin to think together about diversity, equity, and inclusion.

Leaders of Change: Module Two: Know Yourself – Self Reflection

In this module we begin to explore personal, social identity and socialization. We explore how our experiences shape our values, behaviours, and attitudes towards ourselves and others.

Leaders of Change: Module Three: DEI Competence

In this module, we enhance/deepen our understanding of the relationship between individual and structural transformation, and the importance of reframing diversity, equity, and inclusion as

a personal and organizational core value. We identify diversity, equity, and inclusion skills that lead to competency.

Leaders of Change: Module Four: Leading with a Mindset of Inclusion

In this module, we explore and increase our understanding of why and how Inclusive Leadership is emerging as a unique and critical skill set for today's organizations. We will explore the traits of inclusive leaders.

Leaders of Change: Module Five: Leading with a Mindset of Inclusion

In this module, we continue to explore the skill sets required to lead diverse staff teams and to build diverse, equitable, and inclusive teams.

Leaders of Change: Module Six: Closing Circle, Reflection and Evaluation

In this final session, you are encouraged to review your personal learning journal notes, reflect and share your thoughts on the community of practice and dialogic approach to learning. Reflect on the importance of personal and professional values and how they influence and impact your leadership style and role.

Role of the Facilitator:

CDRCP will contract a Facilitator who can support the online presence of the community of learning and practice. The facilitator's role is one of consulting, connecting, facilitating, and guiding. The facilitator will cultivate and sustain the learning community/cohorts through:

- Facilitating each module (listed above) in line with the pre-developed curriculum
- Monitoring activities
- Encouraging participation and deep critical reflection
- Managing community of learning and practice events virtually on the platform

The facilitator's role is also one of a librarian or curator who collects, organizes, and shares data and collective knowledge throughout the lifespan of the community of learning and practice.

Mode of Delivery:

All Communities of Learning and Practice (CoLP) will be facilitated and delivered virtually, online through the Microsoft Teams platform. The successful vendor must have proficient knowledge in usage and navigation of the platform and all features.

Cohort Information:

- Projected Attendees: Approximately 200 people
 - Champions of Change: 7 cohorts of 20 people + 1 cohort of up to 30 or more
 - Leaders of Change: 2 cohorts of 15-20 people

**NOTE: Cohort sizes are subject to change*

Sample Cycle Timelines:

January- April 2024

- 20 people – cohort 1 Champions of Change
- 20 people – cohort 2 Champions of Change

- 20 people – cohort 3 Champions of Change
- 15-20 people – Cohort A Leaders of Change

Session No.	Modules	Pre-work (hrs)	Session (hrs)	Champions of Change Facilitator Session Time – 3 cohorts	Leaders of Change Facilitator Session Time- 2 cohorts
Jan	Module 1: Beginning the Journey	1	2	6	2
Feb	Module 2: Know Yourself	1	2	6	2
March	Module 3: DEI Competence Module 4: Embedding DEI in HDLH (champions of change) Module 4: Leading with a Mindset of Inclusion (leaders of change)	0	3	9	3
April	Module 5: Embedding DEI in HDLH (champions of change) Module 5: Leading with a Mindset of Inclusion (leaders of change) Module 6: Wrap-up	0	3	9	3
Total Time		2	10	30	10

May - August 2024

- 20 people – cohort 4 Champions of Change
- 20 people – cohort 5 Champions of Change
- 20 people – cohort 6 Champions of Change
- 15-20 people – Cohort B Leaders of Change

Session No.	Modules	Pre-work (hrs)	Session (hrs)	Facilitator Session Time	Leaders of Change Facilitator Session Time- 2 cohorts
May	Module 1: Beginning the Journey	1	2	6	2
June	Module 2: Know Yourself	1	2	6	2
July	Module 3: DEI Competence Module 4: Embedding DEI in HDLH (champions of change) Module 4: Leading with a Mindset of Inclusion (leaders of change)	0	3	9	3

August	Module 5: Embedding DEI in HDLH (champions of change) Module 5: Leading with a Mindset of Inclusion (leaders of change) Module 6: Wrap-up	0	3	9	3
Total Time		2	10	30	10

September – December 2024

- 20 people – cohort 7 Champions of Change
- Up to 30 people or more – cohort 8 Champions of Change

Session No.	Modules	Pre-work (hrs)	Session (hrs)	Facilitator Session Time
Sept	Module 1: Beginning the Journey	1	2	4
Oct	Module 2: Know Yourself	1	2	4
Nov	Module 3: DEI Competence Module 4: Embedding DEI in HDLH (champions of change) Module 4: Leading with a Mindset of Inclusion (leaders of change)	0	3	6
Dec	Module 5: Embedding DEI in HDLH (champions of change) Module 5: Leading with a Mindset of Inclusion (leaders of change) Module 6: Wrap-up	0	3	6
Total Time		2	10	20

Manual Access:

The [Champions of Change Diversity, Equity, and Inclusion manual](#) and the [Leaders of Change Diversity, Equity, and Inclusion manual](#) will only be shared with the successful vendor.

*For all additional inquiries please email
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