



Vermont Foundation of Recovery

## RFP for Strategic Plan Development

*Make a difference in the lives of Vermonters in recovery from substance use disorders*

### **About the Vermont Foundation of Recovery (VFOR)**

VFOR is a Vermont-based non-profit organization operated by people in recovery from alcohol and other substance use disorders. Our mission is to create a state-wide network of recovery homes to help people suffering from substance use disorders re-assimilate into society by supporting the transitions from active use to recovery to independent living.

### **Objectives**

Vermont Foundation of Recovery invites proposals to lead the design and facilitation of board and staff engagement resulting in the development of a three-year strategic plan to take effect in Fiscal Year 2026, starting July, 2025. The selected party will partner with the Officer's Committee of the board and Executive Director to design an effective process to gather staff and board input. The successful bidder will then draft a three-year strategic plan and work with the team to update until final.

### **Desired Qualifications**

- At least five years of experience leading the strategic planning process for several different organizations.
- Passion for Vermont Foundation of Recovery's mission and for the power of recovery housing. Personal experience with recovery from Substance Use preferred.
- Experience facilitating groups. Preferred candidates will have certifications in process improvement, such as Six Sigma or Appreciative Inquiry.
- The ability to collect and analyze data, assess problems, and structure solutions.
- Strong people skills with the ability to build relationships and be persuasive when necessary.
- Strong time management and the ability to stick to tight deadlines with minimal executive oversight.
- Self-awareness and ability to assess personal performance.
- Experience executing strategic plans from a leadership position.

### **Location**

Engagement will take place virtually with facilitation required at one, all day, in person event prior to March 15, 2025.

**How to Apply:** Proposals should contain a time and materials budget with an hourly rate(s) and estimated number of hours, be no more than three pages, and be submitted to David Riegel at [david@vfor.org](mailto:david@vfor.org) no later than Friday 11/8/2024 at 5pm.

VERMONT FOUNDATION OF RECOVERY  
David Riegel, Executive Director  
[david@vfor.org](mailto:david@vfor.org) 802.578.5504