

# Rivers East Workforce Development Board

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1502 N Market Street, Suite A  
Washington, NC 27889  
Tel: (252) 946-8043 / Fax: (252) 946-5489



Request for Quote Released: October 20, 2020

The Rivers East Workforce Development Board is soliciting quotes to offer a two-hour professional development opportunity entitled "unconscious bias" as part of our inclusion and diversity training. Quotes are due by close of business on Friday, October 30, 2020. Any questions and complete quotes should be forwarded to Lou Stout, Compliance Manager, at [lstout@mideastcom.org](mailto:lstout@mideastcom.org).

## *Scope of Work*

Introduction: Training to address all those "unconscious bias" we place on someone, intentional or not. It could be about their age, gender, the way they look, why they were fired, etc. We, as in society, still have a bad habit of stereotyping individuals when they don't fit what we think they should look and feel. As we try to serve a more diverse population, we could see more and more individuals who do not fit our "picture"

### Seeking contracted service to provide the following deliverables:

- Two hour internal staff training on the topic of "unconscious bias" including:
  - What is "unconscious bias";
  - How it impacts career counseling, decisions and services; and
  - How to self-monitor for "unconscious bias"
  - How to manage/prevent from impacting service delivery to customers
- Internal staff comprised of approximately 40 frontline career advisors located at region's 4 career centers
- Training to be delivered virtually (e.g. Zoom Webinar)
- Training to be interactive and engage staff through discussions and learning activities
- Training to be branded (e.g. NCWorks logo) and recorded; vendor to provide URL link or video of recorded training for use by River East WDB
- Date of training to be finalized for either Nov. 13 or Dec. 11 starting at 1:00 p.m.

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[www.mideastcom.org](http://www.mideastcom.org)