



Certified Trauma Specialist Consultant

Date Issued: March 16, 2023

Questions Due: March 23, 2023

Submissions Due: March 30, 2023

About the NFFF

Congress created the National Fallen Firefighters Foundation (NFFF) to lead a nationwide effort to honor America's fallen firefighters. Since 1992, the non-profit Foundation has developed and expanded programs that fulfill that mandate. Our mission is to honor America's fallen fire heroes; support their families, colleagues, and organizations; and work to reduce preventable firefighter death and injury. Learn more about us here: www.firehero.org

DESCRIPTION: Clinical Guidance and Support

The purpose of this Request for Proposal (RFP) is to select a suitable consultant to assist the NFFF's efforts in supporting the families of those fallen firefighters who have died by suicide. The consultant will work closely with the Family Programs staff and will be responsible to provide guidance, support, and training to key NFFF members who will be working closely with suicide survivors.

Responsibilities and Qualifications

1. The successful candidate will:
 - a. Conduct research on best practices and obtain information on existing training and recovery programs developed for suicide survivors.
 - b. Collaborate with existing organizations and experts in the industry who support suicide survivors, including immediate family and coworkers of the fallen.
 - c. Develop new or modify existing training programs to meet the staff training needs of the NFFF.
 - d. Lead/present training programs for:
 - i. Senior Leadership of NFFF
 - ii. NFFF Staff
 - iii. Peer Support members of the NFFF
 - iv. Selected volunteers and other stakeholders.
 - e. Oversee clinical support to peers and therapists during Fallen Firefighters Memorial Weekend (May 2024).
 - f. Develop new resources and/or adapt existing resources for delivery to families as part of the Fallen Firefighters Memorial Weekend family support activities.
 - g. Provide family interventions as needed during the Fallen Firefighters Memorial Weekend.
 - h. Develop and deliver post-program quality assurance survey(s) and provide a written After Action Report to include:
 - i. Program impact
 - ii. Recommendations for improvement

2. Qualifications and skills for the successful candidate include:
 - a. Masters level degree in clinical social work or associated field of study
 - b. Minimum of 5 years with direct experience in working with suicide survivors
 - c. Registered Psychotherapist, working with specialized populations in trauma interventions
 - i. Clinical Supervision preferred but not required
 - d. Experience with outpatient psychotherapy
 - e. Demonstrated experience in implementing training programs
 - f. Nationally accredited, certified or credentialed in:
 - i. Trauma Service/Specialist
 - ii. Critical Incident Stress
 - iii. Training or educator
 - g. Experience in developing, implementing, or facilitating local, state, and/or national training curricula, workshops, and manuals on mental health is preferred but not required

Proposal Components

Proposal should include:

1. Cover letter and resume
2. List of relevant trainings and certifications with brief description of work done for them
3. Examples of fees and expenses to be charged in the performance of services:
 - i. If based on an hourly rate, provide the hourly rates to be charged. Please provide a sample budget (based upon your estimated hours).
 - ii. If fees will be calculated on any other basis (e.g., project, deliverable, or monthly based), please provide sample pricing that may include a budget for:
 1. (if project-based:) Fulfilling responsibilities listed under Responsibilities and Qualifications, above
 2. (if retainer/monthly contract:) Monthly fee

Decision Criteria

Proposals will be evaluated based upon:

- Relevant Educational Background
- Credentials and Certification
- Any other relevant qualifications related to suicide prevention and working with suicide

survivors.

- Cost/value

The successful candidate(s) are requested to perform the services requested at their own place of work and should bear the costs of electronic communications (email, online meetings, etc.) in order to carry out the services offered. During the contracting phase, the successful candidate(s) will be required to complete a W-9 form. The NFFF reserves the right to accept or reject any or all proposals and/or award the contract that best serves the interests of the NFFF.

Submission Information

- Questions may be submitted via email as outlined on the cover of this Request for Proposal.
- Final proposals must be received as outlined on the cover of this Request for Proposal
- Submissions may be sent via email to bdonlon@firehero.org or mail (postmarked 3/30/2023) to:
National Fallen Firefighters Foundation
Attention: Beverly Donlon
P.O. Drawer 498
Emmitsburg, MD 21727

**The National Fallen Firefighters Foundation
looks forward to receiving your proposal!**