Request for Proposals (RFP) – Learning Platform Architect

Issued by: The Community

Location: Remote

Proposal Deadline: September 1, 2025

Ideal Project Start: September 15, 2025

Compensation: Hourly or fixed project rate — please include in your proposal

Engagement Length: 3–4 months (approx. 10–15 hrs/week), with potential extension

Reports to: Pre-Entry Manager

About The Community

The Community is a system-impacted-led nonprofit based in Wisconsin dedicated to fostering the full potential of people with criminal records. Our work centers on two core strategies:

1. Pre-entry — Equipping people for success from day one of incarceration through education, wellness, and career-building tools. This includes our in-person Community Health Worker Pre-apprenticeship Program, The Community newsletter (which is the most widely read publication in the Wisconsin prison system), and the Learning Platform.

2. Correcting the Narrative — Shifting how both society and impacted people see those with criminal records. We do this through empowerment storytelling, public awareness campaigns, and immersive experiences like our food-centered events, criminal legal system simulations, our podcast, and our annual Correcting the Narrative Celebration.

The **Learning Platform** will connect incarcerated learners across the country to education, career exploration, mentorship, and other development and advancement resources in a cohesive, learner-driven journey from day one of incarceration.

Project Overview

We are seeking a strategic, collaborative, and equity-rooted learning platform architect to lead the development of the learning platform's content framework and operational architecture.

The consultant will ensure:

- Content is engaging, relevant, trauma-informed, and accessible across delivery formats (tablets, in-person, mail, phone, virtual).
- Backend processes are clear, efficient, and respectful of partner contributions.
  The platform remains flexible to facility restrictions and technology limitations.

Scope of Work

1. Curriculum Design & Development

- Create a cohesive curriculum map based on the platform's tiered model:
   Assessment → Identity Exploration → Skill-Building → Certification/Degree/Employment.
- Integrate internal and external partner content into learner pathways.
- Identify gaps and recommend new or partner-generated content.

Deliverables:

- Curriculum structure map with core content slots.
- Partner onboarding guide.
- Content intake and evaluation templates.
- Process maps for curriculum deployment.

2. Operational Architecture & Partner Coordination

- Design backend workflows for partner content submission, learner engagement, and data tracking.
- Facilitate partner alignment sessions to ensure cohesion and shared ownership.
- Develop agile systems that coordinate without overburdening partners.

Deliverables:

- Mapped backend workflow guiding and connecting partner services and learner progression.
- Guidelines for content creation and engagement with incarcerated learners.

3. Equity, Accessibility & Lived Experience Alignment

- Apply trauma-informed, culturally responsive, and equity-centered universal design principles.
- Center feedback and leadership from incarcerated or formerly incarcerated individuals.
- Ensure adaptability to facility restrictions and technology limitations.

Ideal Candidate

- Experienced systems architect with a background in adult education, justice-centered learning platforms, or training systems.
    - Able to map complex processes and communicate them clearly.
    - Collaborative, organized, and equity-driven.
    - (Preferred) Familiarity with carceral education systems, tablet delivery, or peer-led programming.
    - Deep respect for community-based knowledge, especially from system-impacted people.

Proposal Requirements

Please submit:

1. Resume/CV or organizational profile
2. Brief Proposal (1–2 pages) including:

    - Your approach to curriculum and systems design
      Relevant experience or case studies
    - Why you want this role
    - Proposed rate (hourly or project-based)
    - Availability and proposed timeline
3. Work samples or references

Submission Instructions

Send proposals to info@thecommunitynow.us by September 1, 2025.

Questions may be directed to the same email.