



Onslow County Partnership for Children, dba One Place, is a private, non-profit 501(c) 3, mid-sized human services organization in Onslow County. Established in 1998 to strengthen the systems of care surrounding children and families, OCPC is a public-private partnership that is currently accepting proposals for human resources solutions for staffing and recruitment services for the fiscal years 2021-2024. (Please note that consecutive year contracts will only be executed after a satisfactory evaluation of performance and availability of funds is confirmed.)

Our agency is seeking to outsource staffing and recruitment of hiring needs in order to centralize and support hiring the most qualified candidates. We are looking for a partner that specializes in small to mid-sized companies hiring approximately 20 positions a year that has experience in working with human service agencies. Companies that have experience in executive leadership search capacity is preferred. We are seeking a company that:

- Will be diligent in passive and active searches for qualified candidates.
- Will conduct initial screenings to deliver the agency the most qualified candidates for interview.
- Will manage current online recruiting and applicant tracking software.
- Will coordinate interview process with hiring managers.
- Will coordinate necessary screenings, reference checks and initial onboarding documents to set new hires up for success.

Additionally, our organization is seeking a company that has experience with leadership development in small and mid-sized companies, including nonprofits, who can deliver strategic and operational human resources and people management support in the following areas:

- Workforce planning to ensure business objectives can be met with current and future talent and create job descriptions.
- Creation of content and language for handbooks and policies as needed.
- Organizational development consulting that will support the alignment of mission, culture and strategy.
- Availability of a platform to measure employee engagement and satisfaction; Guidance on implementation of the platform.
- Training to strengthen interviewing skills of hiring managers.

When submitting a proposal, please be as detailed as possible using the bidding and proposal requirement guidance found on the RFP page at [www.oneplaceonslow.org](http://www.oneplaceonslow.org) under About Us tab. We are a non-profit agency looking for partners who would like to strengthen our mission and a relationship with a company that is grounded in philanthropy and strong core values and organizational health for its own staff is preferred. A presentation may be required. Any discounts or in kind you may be able to offer should be noted on the submitted bid.



All interested individuals, businesses or agencies may contact Sarah Cavaliere at [sarah.cavaliere@oneplaceonslow.org](mailto:sarah.cavaliere@oneplaceonslow.org) to obtain more information. All completed proposals must be submitted no later than 5:00pm on Friday, May 21, 2021 to Sarah Cavaliere at [sarah.cavaliere@oneplaceonslow.org](mailto:sarah.cavaliere@oneplaceonslow.org) or by mail to One Place at 900 Dennis Road, Jacksonville, NC 28546. This RFP may remain open if the initial search is not sufficient.