



MPL AMERICORPS



LibraryCorps Recruitment Consultant

Successfully recruit 20 quality candidates to serve as AmeriCorps members on the Milwaukee Public Library's LibraryCorps team. Attend hiring events, create social media content and other marketing materials, reach out to network contacts, present to community groups, etc. Screen candidates and schedule interviews. Work will be self-directed and compensation is designed to reward success. The consultant will work with library staff in multiple departments as needed to support their recruitment work, and will check in with LibraryCorps leadership once a week to report progress.

Structure of RFP and payment schedule:

Contract maximum \$20,000; \$1000 per member

- 25% of compensation will be paid along the way regardless of the number of positions filled - \$5000 in four monthly installments of \$1250
- 40% of compensation will be paid upon a member's complete enrollment – up to a maximum of \$8000 on September 8th 2023 (\$400 per member)
- 35% of compensation will be paid upon a member's completion of 255 program hours (15% completion of program) maximum \$7000 on October 20th 2023 (\$350 per member)

All equipment and supplies required to perform the work will be provided by the consultant. Milwaukee Public Library will provide any necessary printouts and flyers.

Applicants may respond to the RFP by sending their resume along with a letter briefly outlining three strategies that they would use to recruit AmeriCorps members for the Milwaukee Public Library's LibraryCorps team. Application materials may be sent to MPLAmeriCorps@milwaukee.gov. The deadline for applications is June 9th, 2023.

Direct questions to Petra Duecker at pkdueck@milwaukee.gov or Victoria Sanchez at vsanc@milwaukee.gov.

