

Call for Proposal
RCHCentre_AfriCanadian Resource Centre
Digitizing Records Project

The Rwandan Canadian Healing Centre (the “Centre”) is looking for a Tech and Digital Consultant to digitize the Centre’s records on its Mobile Apps & all its social media platforms, as well as provide SEO services for these platforms.

The work is designed to help improve the Centre's technology and digital platforms, by digitizing records that were produced as part of the "AfriCanadian Resource Centre" project, which also saw the Centre develop two (iOS & Android) Mobile Apps.



The selected consulting firm will work to;

- Design and implement App, website and social media images, as well as providing graphic and content writing service.
- Organize & upload contents (arranging, editing, designing & uploading) to iOS & Android Apps, 2 websites, and other RCHC social media platforms.
- Provide Search Engine Optimization (SEO) service, including integration of our services with customers (community relationship management & marketing) on the 2 websites: <https://rhc.ca/> & <https://alkebulanproject.ca/> and 2 Mobile Apps;
 - <https://apps.apple.com/us/app/africanadian-resource/id1562974792>
 - <https://play.google.com/store/apps/details?id=com.covid2019.rhc>

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The consultant will also provide Digital Support & Training, to help initiate the release of these 2 Applications to the broader African Canadian communities and organizations across Canada.

Project Timeline

The expected timeline for the Centre's Digitizing Records Project is 3 months, with a possible start around December 15, 2021 to January 15, 2021.

Interested **consultant(s)** should submit the following:

- Proposal (including a statement of work, mailing address, resume and company profile)

Submit your proposal to info@rchc.ca, by November 19, 2021, 5 PM EST quoting in the subject RCHCentre_AfriCanadian Resource Centre **Digitizing Records Project**.



**ALKEBULAN
PROJECT**