**Scope of Work for Consulting on California Teacher’s Association (CTA)**

Contractor must have specialized knowledge and experience in running large complex labor unions, organizational change for labor organizations, and strategic planning. Contractor will perform the following tasks during the course of the California Teachers’ Association (CTA) project:

* Consult throughout project with UO Labor Education and Research Center on best methods for collecting and integrating information into the plan about the union, its strategic goals, obstacles, and best methods for instituting organizational change.
* Co-facilitate four weekend planning sessions to develop the CTA communication plan, strategic plan, and implementation
* Provide guidance and technical support for the CTA’s staff and non-staff subcommittees that are collecting and analyzing information essential for the strategic plan’s development
* Assist with writing and editing final project report
* Assist with developing and advising CTA on implementation policies and practices