



TULE RIVER INDIAN HEALTH CENTER INC. (TRIHCI)
380 N RESERVATION RD • PORTERVILLE,
CALIFORNIA • 93257

REQUEST FOR APPLICATIONS (RFA)

Health Educator Consultant

PUBLISHED DATE: 6/18/26

The Tule River Indian Health Center, Inc. (TRIHCI) invites applications for a health educator consultant. Through a federal grant, TRIHCI is establishing a new health education program with a full-time health educator on staff. Potential health education topics based on community input include nutrition, mental health, healthy living, diabetes control, substance use/abuse, and maternal health. The on-staff health educator will likely not have expertise and/or training in all these topics. Therefore, TRIHCI seeks a health education consultant to support the new health education program. Duties will include reviewing health education materials, including curriculums, lesson plans and handouts, providing novel ideas/insight/examples of health education practices using evidence-based models to the Tule River community, delivering health education sessions as examples to the Tule River Community and/or TRIHCI staff, and general support for the health education program. The consultant must have professional education and/or certification in public health or healthcare to ensure the health education materials disseminated to the community are accurate and beneficial. The length of commitment is a minimum of three months and up to 2 years depending on grant funding. The consultant must be able to work at least 10 hours per month. Salary will be based on experience and will not include benefits.

Questions Regarding RFA

Inquiries concerning this RFP should be submitted to eric.coles@crihb.org using the subject line: "PHD Strategic Planning Summit RFP". Responses will be returned within 48 business hours.

Submission of Proposals

Documents must be submitted in PDF format via e-mail to eric.coles@crihb.org.

Send Proposals To: Dr. Eric Coles, Tribal Public Health Officer
Tule River Indian Health Center, Inc.

eric.coles@crihb.org

Subject Line: Health Educator Consultant

Due Date & Time: Open until filled

Contact Information:

Dr. Eric Coles, Public Health Officer
Tule River Indian Health Center, Inc.
380 N. Reservation Rd
Porterville, CA 93257
(559) 784-2316

SECTION I. Organizational Overview

A. Program History & Philosophy

Tule River Indian Health Center, Inc. (TRIHCI) is a 50 I(c)(3) non-profit organization founded in 1973 and dedicated to meeting the healthcare and health education needs of Native American Communities in Tulare County. TRIHCI is governed by a Board of Directors comprised of local Tribal members from the Tule River Indian Reservation.

B. Mission

To improve the health status and quality of life of those we serve.

C. Vision

Healthier Native American Families and Communities.

D. Governance

TRIHCI is governed by a nine-member Health Board comprised of seven regular Board Members of the Board of Directors and two alternate Board Members. The alternates shall serve in the absence of regular Board Members. The term of office for each Board Member is three years, except individuals appointed to fill a vacancy on the Board of Directors who shall serve only for the remainder of that term. Board Members elected as alternates will serve a term of one year.

The Board of Directors holds the power to take all actions necessary for, and incident to, carrying on the purposes of this corporation. These powers include, but are not limited to the power to appoint, hire, terminate and govern personnel as provided in the Personnel Policies of Tule River Indian Health Center, Inc.; to own, buy, sell, lease, or hold in any other manner real or personal property; to receive, hold, expend and invest funds donated or appropriated by any private person, corporation, public agency, foundation, or other entity; and to do any act in the manner in which the Board of Directors in its discretion deems proper and consistent with the purposes of the corporation and which is not inconsistent with the California non-profit corporation laws under which the corporation is organized.

SECTION II. Project Description

D. Scope of Work

The Health Educator consultant will complete duties as outline below after a contracting and negotiation process with TRIHCI staff:

- a. Perform health education training and services for TRIHCI staff and the Tule River community as exemplars to follow.
- b. Establish and host periodic health education with community partners with input from the TRIHCI.
- c. Present novel health education approaches, materials, and ideas that may be particularly beneficial to the Tule River community.
- d. Provide input, recommendations, and general expertise on new health education programming, including considering how to integrate with other TRIHCI projects, activities, and services.
- e. Review and verify health education plans and materials, including curriculums, lesson plans and handouts, that are prepared by new health educator.

SECTION III. Applications

Please email the following documents to eric.coles@carih.org or send via mail to the address listed above.

A. Cover Letter

Please include:

- o Experience and expertise working in Indian Country in California

B. Resume/CV or Statement of Work

C. OPTIONAL: Examples of education materials created, certifications, curriculums developed or taught, etc.

Section IV. Additional Terms

A. Reservation of Rights

During the evaluation process, the TRIHCI reserves the right to request additional information or clarifications from proposers. Other information may include contact information for references or verification for previous experience.

B. Applicant Rights

Please note that all materials submitted in response to this RFP become the property of TRIHCI upon delivery and shall be appended to any formal documentation, which would further define or expand the contractual relationship between TRIHCI and the applicant. Submitted materials will remain confidential to TRIHCI and be reviewed solely by staff and/or the Board of Directors for decision-making purposes related to this opportunity. No submissions or supporting documentation will be returned to the submitting applicant.