Request for Proposal: DEI Consultant

Posted October 31, 2025; deadline revised November 21, 2025.

Context

The Center for Climate and Energy Solutions' (C2ES) mission is to secure a safe and stable climate by accelerating the global transition to net-zero greenhouse gas emissions and a thriving, just, and resilient economy. Through our research and dialogues, we answer pressing questions, identify roadblocks to progress, and forge new solutions.

With over twenty-five years of experience conducting rigorous analysis, C2ES is known worldwide as a thought leader and trusted convener on climate change and energy. We work with policymakers and leading businesses to forge durable, effective, and ambitious solutions to climate and energy challenges.

We believe we will only be effective in developing and advocating for climate solutions if we have a diverse range of voices and perspectives represented within C2ES, in our work, and among our partners. We believe having varied perspectives and experiences generates better ideas to solve complex problems and helps elevate issues of diversity, equity, and inclusion.

Summary

C2ES is seeking an experienced Diversity, Equity, and Inclusion (DEI) consultant to assist in developing and implementing DEI strategies both within the organization and in programming activities.

C2ES is seeking a partner to both maintain the work we've done to date and advise us as we set new goals. Further, we seek a partner that will help us develop a broader strategic vision for DEI within the organization, including the incorporation of DEI principles into our external work.

Progress to Date

In 2020, C2ES established our organizational intention to work on DEI and began a working relationship with a consulting group. In 2021, we determined the direction of our work and formalized all-staff trainings and meetings on DEI topics. In 2022, we developed a Justice, Equity, Diversity, and Inclusion (JEDI) Council charter and official public statement. The JEDI Council is staffed on a part-time voluntary basis; C2ES does not have any full-time staff dedicated to DEI. In 2023, C2ES identified a set of priority actions that we pursued throughout 2024. We also started conducting an annual belonging survey in 2023, recording staff sentiment around organizational safety, wellbeing, and community at C2ES. Finally, in 2025, we have begun to explore new goals and have stood up small-group committees ("Culture Clubs") to advise the JEDI Council on that process.

Expectations

We seek to partner with a consultant who can help us envision the future of C2ES's DEI work on a multiyear time horizon and help us chart a path to realize that vision. The successful consultant will reflect a neutral, third-party perspective; bring significant professional expertise on the subject, ideally including direct experience working with peer organizations in the environmental and/or climate and energy spaces; and be widely knowledgeable about current best practices for diversity, equity, and inclusion, including in other nonprofit organizations. The successful consultant will excel at clear and consistent communication, with responses typically expected within three business days of receipt. We expect the consultant to dedicate a fixed number of hours to working closely with the JEDI Council and may advise on both the content and execution of the staff DEI education series.

Deliverables

We seek a partner to work closely with C2ES staff to achieve the following:

DEI Strategic Vision

- Facilitate workshops and/or exercises for the JEDI Council to find consensus around an overarching organizational vision for this work. Elements of the vision might include, but are not limited to:



  - The role and composition of the JEDI Council
  - Appropriate engagement of C2ES senior leadership, including President and VPs
  - Measures to recognize and support engagement by members of the JEDI Council
  - Pace and cadence of staff engagement and training on DEI issues
- Facilitate a review process of the strategic vision with C2ES leadership and advise the JEDI Council over the course of the implementation.
- Inform the development of metrics to help measure success, and a timeline of action for advancing this vision.
- Lead a workshop to solicit feedback from all C2ES staff on the strategic action plan and revise accordingly.
- Advise the JEDI Council on updating the C2ES action plan to align with the new strategic vision, incorporating recommendations from staff Culture Clubs.
- Work with the JEDI Council to set a timeline for action plan, to make progress on the vision over the course of the next three years.

Belonging Survey

- Review the existing staff survey on belonging and inclusion, and offer feedback and proposed revisions.
- Facilitate the revision of the survey alongside JEDI Council.
- Annually conduct the survey and analyze results as a neutral third party during the summer/fall season.
- Present survey results, including trend analysis, to all staff.

Facilitated Conversations

- With input from the JEDI Council, plan an annual cadence of facilitated conversations on relevant DEI topics during all-staff meetings, designed to create a safe space for staff discussion on potentially sensitive topics or events. This could also include topics on environmental justice and staff's external engagement.
- Lead those facilitated conversations. Conversations could be virtual, hybrid, or completely in-person (during quarterly "all-hands weeks" when all staff are in the office).

Staff Training and Support

- Advise DEI Council members on the design of monthly staff trainings, under our two-part "Inform and Implement" structure.
- Help connect C2ES with guest speakers or subject matter experts on a variety of DEI-related topics.
- Attend monthly meetings with the JEDI Council to check-in on progress and advise on activities.
- Hold periodic check-ins with the President of C2ES.
- Help streamline the components of our programs that involve C2ES staff, to simplify and focus points of engagement.
- Design and facilitate training workshop for C2ES senior leaders, managers and supervisors focused on relevant topics to be agreed on.

Preferred Qualifications and Expertise

Our ideal consultant would have experience driving relevant outcomes within organizations that are at a similar level of DEI maturity as C2ES. They should have a proven track record of working with government and/or non-profit organizations, preferably within an environmental context. Additionally, they should demonstrate a strong history of helping organizations define and implement DEI goals and initiatives, along with excellent collaboration and facilitation skills.

Proposal Submissions

Interested candidates should submit a proposal by **December 15, 2025**, indicating how they would address the above priorities within a one-year period starting January 2026 (or as soon as the consultant is available, if later), including the expected scope of work to be completed within the available budget. The proposal should also detail the relevant experience of staff who would support this work.

The work should start as soon as possible, ideally by the end of January 2026. An informational meeting to ask questions, learn more about our organization, or to gain more insight into our requirements is available upon request.

Questions and proposals should be sent to machit@c2es.org **by December 15, 2025. Supplementary information (addressing commonly asked questions) is available upon request.**

Proposals should include a detailed breakdown of costs, including rates charged for key team members as well as other relevant costs. Our intended budget range is $40,000-80,000 on an annual basis.