



## Invitation for Expressions of Interest

# Learning and Instructional Design Expert in the field of Partnership Brokering

### About the Partnership Brokers Association (PBA)

The Partnership Brokers Association's (PBA) vision *is of a world where humanity flourishes in fair societies and vibrant ecosystems because people collaborate bravely across boundaries in the spirit of partnerships.*

**The Partnership Brokers Association (PBA)** is the international professional body for those managing and developing collaboration processes.

We are an international, not-for-profit organisation dedicated to enhancing the effectiveness and impact of multi-stakeholder collaboration. Our **purpose** is to explore, exchange and promote effective multi-stakeholder partnering practices and principled forms of collaboration that accelerate transformative shifts in behaviours, attitudes, and systems to create a more just and sustainable world. PBA's **mission** is to promote and support professional standards in partnership brokering and to advance the global understanding of effective partnerships.

PBA offers **training** and **accreditation** in partnership brokering, as well as **1:1 practice support** and **organisational support services** to strengthen partnering practice. Our global community includes authorised practitioner trainers, mentors, associates and alumni.

Our **primary aims** are:

- To challenge and change poor partnering practices so that multi-stakeholder collaboration can become truly transformational
- Ensure those operating in partnership brokering roles are skilled, principled and work to the highest standards.
- Promote the critical importance of partnering process management to decision-makers in all sectors

### About the Assignment

PBA invites **Expressions of Interest (EOI)** from experienced **Learning and Instructional Designers** (individuals or teams) to collaborate on the **redesign and development** of our suite of practice-based professional learning programs.

The assignment involves close collaboration with **PBA's global cohort of Authorised Practitioner Trainers**, who collectively design and deliver PBA's **training programs**.

PBA emphasises 'practice-based' learning/training, rather than a highly theoretical approach. The existing suite of highly valued training programs (some very long-running programs which form the basis for professional accreditation) has seen continued evolution based upon our collective experience in brokering practice, and upon observation and interaction with students/participants about their own brokering practice, and their emerging learning outcomes.

The intention is to retain this unique practice-based emphasis and approach to evolution of frameworks, content, and learning methodologies. Furthermore PBA's training approach seeks to support 'liberating' or 'transformational' rather than 'progressive' learning, where enquiry, challenge, sitting with what is emerging from practice, and generating new models or frameworks are all valued, and support the development of continual learning through deep observation, self-awareness and reflection.

To date, the evolution of the training programs has included a move into shorter courses, online programs, modular offerings and masterclasses. We seek to continue this in a cohesive way.

PBA's group of globally-dispersed, multi-lingual, multicultural authorised practitioner trainers operate in an entrepreneurial model developing both public and private/commissioned opportunities to deliver training on behalf of PBA. The trainers are first and foremost partnership brokers, bringing their current and evolving brokering practice to enliven their training and ensure continued relevance. They connect through a Community of Practice to reflect, learn, grow as brokers and trainers and to evolve training materials and programs. This group will be central to the work undertaken in this assignment, and will engage throughout with the Designer(s) in a variety of ways (such as briefing on current products, co-design sprints, content development or prioritisation, review of new material...), including as a Reference group.

## Scope of Work

This assignment involves refreshing PBA's **suite of learning offerings** to ensure they:

- **Reflect emerging practice and learning outcomes** in partnership brokering.
- **Incorporate modular learning design**, supporting diverse delivery formats, within a cohesive ecosystem of learning programs.
- **Maintain global standards** aligned to professional accreditation pathways.
- **Enable flexible, blended, and hybrid learning experiences**.
- **Include accessible and interactive materials** (WCAG Level A compliance at minimum).

The selected designer(s) will **not begin from scratch** but will **lead the structured refresh** of existing programs and work closely with an engaged **Trainer Reference Group** to build on and refine existing content, methodologies and modular delivery options developed over many years.

We seek partners who bring generative thinking, next-generation learning design, and experience working across globe-spanning, contexts, geographies and audiences.

Outputs will include mixed-format learning assets and support materials for both participants and trainers.

## Indicative Deliverables (to be expanded within RFP)

- High-level review, and recommendations for the evolution, of **PBA's foundational training programs**.
- Refinement (and development) of **modular learning offerings that bring value individually and in combination**.
- Integration of **blended learning methods**.
- Recommendations for strengthening use of the **LearnDash platform**.
- Production of accessible, engaging **trainer and participant materials**.

## Engagement Details

- **Location:** Remote. Preference for time zones that facilitate collaboration across **NZ/Australia/Asia/Europe**).
- **Contract Type:** Consultancy contract from a **UK-registered not-for-profit**.
- **Budget:** Up to GBP **40,000**.
- **Project Timeline:** Recruitment in **July-August 2025** | Work to commence **August 2025** | Completion **April 2026** | Engagement: ongoing collaboration throughout the period.

## Submission and Selection Process

The EOI is the initial step in a two-stage selection process. Shortlisted candidates will be invited to submit a detailed proposal (RFP), for which a [signed NDA](#) is required to access further materials.

Key Dates:

- **EOI submission deadline:** Midnight GMT, Sunday 27 July 2025
- **Shortlisting and RFP Issued:** Tuesday 29 July 2025
- [NB: Signed and Executed NDA will be returned with the RFP]
- **RFP Submission Deadline:** Midnight GMT, Thursday 7 August 2025
- **Interviews / presentations:** 12-13 August 2025 (8am-8pm AEST time)
- **Decision and notifications:** Monday 18 August 2025
- **Initial onboarding:** Week of 25 August 2025

## EOI Submission Requirements

Interested applicants should submit a concise **EOI (max 5 pages)** including:

- **Summary of your relevant experience** in instructional or learning design, training evolution, and professional accreditation programs, demonstrating suitability to this content, context and approach.
- **Initial thoughts on how you would approach this work and engage with our** trainers reference group.
- **A brief Portfolio or examples** of similar work.
- **Team Overview (if applicable)** outlining key skills and roles.
- **References** from at least two previous engagements.
- A signed copy of our [non-disclosure agreement \(NDA\)](#) (to be returned to receive the full RFP).

**Relevant Experience and Skills:** (to be demonstrated by individual or across a team; these are indicative and will be expanded within RFP).

- **Instructional Design & Learning Science**
- **eLearning Development & Digital Learning Technologies**
- **Training & Facilitation Materials Development**
- **Learning Analytics & Evaluation**
- **Stakeholder Collaboration, Co-design & Project Management**
- **Innovation and Emerging Trends in Adult Learning**

If you have any questions or require further clarification before submitting your EOI, please contact us at: [info@partnershipbrokers.org](mailto:info@partnershipbrokers.org)

We look forward to hearing from you.