



School's Out Washington

Request for Qualifications School-Age Basics Online Self-Paced Review Group

School's Out Washington (SOWA) is seeking 3 to 5 reviewers to form a School-Age Basics Online Self-Paced Review Group. The workgroup's purpose will be to provide feedback on the Spanish version of the online self-paced SAB training. This review process will include testing the platform's functionality, accessibility, accuracy, consistency, and cultural appropriateness. SOWA's Biliterate Content Specialist, Professional Learning Associate Director, and Training Content Manager will support the group to ensure the completion of this project. There will be virtual meetings, communication through email, and independent reviewing in 360Learning (SOWA's online Learning Management System where the SAB training is housed).

Agency Overview

For over 30 years, SOWA has been supporting an equitable ecosystem of expanded learning programs for Washington's youth by helping after-school, summer, and child care programs become more robust and accessible. Anchored in collaboration, we secure funding, advocate for the youth development sector, and provide tools and trainings to professionals who work with young people, ages 5 to 24. Our efforts benefit communities throughout the state by prioritizing youth most impacted by systemic inequity.

Timeline for SAB review process: April 2026-June 2026	
By April 21st	Selected workgroup members are notified
April 22-24 th	<ul style="list-style-type: none"> • One 1-1.5 hr Virtual Orientation Session (required). • Reviewers will be oriented on the scoring rubric, SOWA training approach, values, and ways to mitigate bias during the review process.
April 24 th - May 17 th	<ul style="list-style-type: none"> • Members independently work through the online self-paced SAB, providing feedback in platform and/or rubric spreadsheet.
May 5 th 1-2pm	<ul style="list-style-type: none"> • Virtual check-in/coworking session #1 (<i>optional</i>)
Week of May 18th	<ul style="list-style-type: none"> • Virtual Debrief Session (required).

Duties of workgroup members:

- ❖ Attend all required virtual meetings and respond to email messages as necessary.
- ❖ Dedicate time outside of meetings to work through the online self-paced version of the School Age Basics in 360Learning platform.
- ❖ Enter feedback in platform and/or rubric for Biliterate Content Specialist to review

Required qualifications:

- ❖ Ability to read, write, and speak Spanish fluently

- ❖ Experience working in and/or supporting licensed school age child care programs in Washington State
- ❖ Some experience attending and/or delivering training related to school age child care, youth development field, including topics on child/adolescent development, racial equity, culturally responsive teaching/programming, or other relevant topics
- ❖ Established or deep understanding of racial equity, biases, and culturally responsive practices
- ❖ Must have a valid STARS ID #
- ❖ Ability to manage time and complete review of modules within the given timeframe

Desired qualifications:

- ❖ Some experience with participating in a SOWA online self-paced training or another similar system
- ❖ Experience providing feedback, especially on curriculum, content and design
- ❖ Familiarity with issues related to education, out-of-school time programming
- ❖ Familiarity with the [School Age Only WACs](#) and WA State [Core Competencies](#) for Child Care and Youth Development Professionals
- ❖ Extensive experience working in the youth development field and/or with adult learners

Stipend

- ❖ \$650 per person

Payment

- ❖ Selected reviewers will be required to submit a W-9 and an ACH payment authorization form to SOWA. Preferred payment method is direct deposit.
- ❖ Both the W-9 form and the ACH authorization form will be sent to selected reviewers from SOWA via DocuSign

Application Process

- ❖ Interested individuals should submit their written materials using [THIS FORM](#) no later than **April 14, 2026 at 7:00 pm PST**.
- ❖ Be ready to provide personal and contact information, and a letter of interest with specific examples that demonstrate how you meet the required qualifications listed.

Application Questions

- 1. First and Last Name**
2. Pronoun(s) (optional)
- 3. Email**
- 4. STARS ID**
- 5. Organization/Program affiliation name**
- 6. What County is your program located in or serve?**
- 7. Role / position within your organization**
- 8. What age group(s) do you currently work with?**
 - a. 5 to 13 year olds
 - b. 13 to 18 year olds
 - c. 18 to 26 year olds
 - d. Children and adolescents – mixed age groups
 - e. Adult providers/coaches/trainers/leaders
9. Racial Identity (optional)
- 10. Required Qualifications (select all that apply)**
- 11. Desired Qualifications (select all that apply)**

More About You (long response) - *Please share more about you, your experiences, and include why you are interested in joining this workgroup. Please provide relevant experiences clearly demonstrating how you meet the required qualifications*