



Career Options Africa Group

HR Outsourcing, Payroll and Immigration Support

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REQUEST FOR EXPRESSION OF INTEREST – CORPORATE STAFF RETREAT

1. ABOUT COA

Career Options Africa Ltd (COA) is an HR Consulting firm specializing in Recruitment, HR outsourcing, and Immigration support within the East African Region with offices in Kenya, Uganda, Tanzania, Rwanda, the Democratic Republic of Congo (DRC), and Burundi and in process of establishing entities in Nigeria, and South Africa.

The Company is planning for a two day retreat in the coast region in the month of September or October

2. OBJECTIVE OF THE RETREAT

The core objective of this retreat discuss our strategic direction and to foster team cohesion (enhance communication, promote collaboration among the employees, create a positive work environment, build trust, and improve productivity).

3. SCOPE OF THE SERVICE

1. To discuss with management the Company objectives needs etc.
2. Based on the discussions, fine-tune the objectives
3. Develop a suitable program for the three day event for management approval

4. PARTICIPANTS

Total of 27 staff members from COA. (Exact number to be confirmed)

The team building will be held at Voyager Beach Resort in Mombasa.

5. DELIVERABLES

- a) Facilitate the team building and related activities, under the supervision of the team building committee.
- b) Provide a detailed report at the end of the exercise entailing areas of further actions and the teams SWOT analysis.

6. DURATION

The team building retreat will be held from 13th September 2023 to 17th September 2023. (Exact dates to be agreed with the trainer)

7. QUALIFICATION AND EXPERIENCE

We are looking for a team of individual consultants or a training firm with expertise in 2 areas;

1. Team Building
2. Strategic thinking/Corporate reorganization and culture change

8. PROPOSAL SUBMISSION

Interested parties are requested to submit their expression interest including detailed profile of the trainers to recruitment@careeroptionsafricagroup.com and by **31st June 2023**, subject "COA STAFF RETREAT 2023".