



Request for Proposal (RFP)

Mohawk Council of Akwesasne

Executive Compensation Re-Evaluation

Issue Date: May 21, 2026

1. Background and Context

The Mohawk Council of Akwesasne (MCA) is seeking proposals from qualified and experienced compensation consultants to conduct an independent, objective compensation re-evaluation for the following senior leadership roles:

- Grand Chief
- District Chiefs
- Executive Director
- Chief of Police
- Directors
- Associate Directors

MCA has undertaken significant compensation and classification work in recent years, including the implementation and administration of compensation policies and salary grids. As part of good governance, transparency, and accountability, MCA wishes to ensure that compensation for its senior elected and appointed leadership roles remains equitable, competitive, defensible, and reflective of scope, responsibilities, market conditions, and organizational complexity.

This RFP invites proponents to submit proposals to conduct a comprehensive compensation re-evaluation and provide evidence-based recommendations.

2. Objectives of the Engagement

The objectives of this engagement are to:

- Assess the current compensation levels of the Grand Chief, District Chiefs, Executive Director, Chief of Police, Directors, and Associate Directors
- Evaluate internal equity across senior leadership roles
- Assess external competitiveness using relevant and comparable market data
- Align compensation with responsibilities, governance obligations, leadership scope, and organizational risk
- Recommend appropriate compensation structures, ranges, or adjustments, as applicable
- Provide clear, defensible rationale to support decision-making

3. Scope of Work

3.1 Role Review and Documentation

- Review existing job descriptions, terms of reference, or governance documents
- Confirm role accountabilities, scope, authority, and leadership responsibilities
- Identify any gaps or inconsistencies in role documentation that impact compensation analysis

3.2 Compensation Analysis

- Conduct internal equity analysis across the identified roles
- Conduct external market comparison using appropriate peer organizations
- Document methodology and benchmarking sources used

3.3 Recommendations

- Provide recommendations for salary levels, ranges, honoraria or stipends where applicable
- Outline implementation considerations, risks, and impacts

3.4 Reporting and Presentation

- Provide a comprehensive written report
- Prepare a plain-language executive summary
- Present findings to Human Resources

4. Deliverables

- Project workplan and methodology
- Market comparator list and benchmarking rationale
- Internal equity and external market analysis
- Draft and final compensation report
- Executive summary
- Presentation materials

5. Consultant Qualifications and Experience

- Executive-level compensation review experience
- Experience with Indigenous governments or public sector organizations
- Strong understanding of compensation principles and equity
- Ability to work in a culturally respectful manner
- Independence and objectivity

6. Proposal Submission Requirements

- Proponent overview
- Proposed methodology
- Project timeline
- Team qualifications
- References
- Cost proposal
- Conflicts of interest

7. Evaluation Criteria

- Relevant experience
- Methodology quality
- Understanding of governance context
- Team expertise
- Value for cost

8. Anticipated Timelines

RFP issue date: May 21, 2026

Proposal deadline: June 8, 2026

9. Additional Information

- MCA reserves the right to accept or reject any proposal.
- All information must be treated as confidential.
- All submitted materials become the property of the MCA.
- The selected consultant must enter into a formal agreement with the MCA.

10. Submission Instructions

Proposals must be submitted:

By email to:

Samantha White

Email: samantha.white@akwasasne.ca

OR

In person at:

MCA Human Resources Office

Administration #3 Building

10 Akwasasne Street

Akwasasne, QC H0M 1A0

Deadline:

June 8, 2026 at 4:00 p.m. EST

Late submissions will not be accepted.

11. Questions & Contact

All inquiries related to this RFP should be directed to:

Samantha White, Associate Director of Human Resources

Email: samantha.white@akwasasne.ca

Phone: (613) 575-2250 ext. 2142