



SCOPE OF WORK

Anti-Hate Project

August 2026 – January 2029

Project Overview

The following is a Scope of Work for a consultant to develop materials for the Yukon Human Rights Commission's (the "Commission") Anti-Hate Project. This project will provide Yukon youth with an opportunity to learn about and engage with the topics of discrimination and harassment.

The Commission will deliver an outreach and education initiative aimed at northern youth in the Yukon, with a particular focus on rural, Indigenous, and newcomer youth. The project will provide accessible, youth-focused information and trainings on anti-hate, human rights, and equity.

Each year, following training sessions, the Commission will invite youth to participate in the development of a zine (a self-published, small-circulation booklet), by asking them what human rights issues matter most to them and their communities and what kind of information is helpful. Their insights will directly inform the creation of three "rights and responsibilities" zines, building on the Commission's past work of a gender expression and identity and duty to accommodate zines.

After development of a zine, print copies will be sent to the youth we engaged, as well as their communities. Additionally, these will be made available to the broader community through the Commission's regular provision of free legal information. The Commission will have a social media campaign promoting the zines and their key human rights messages.

The Commission plans to complete this project in 3 phases, over 3 fiscal years. The first year, the Commission will create youth-focused materials, including a post-training survey, visit at least one rural community, and create and publish a zine. The second year will continue the work, with at least one different rural community visited, and another zine published. The final year, at least one rural community will be visited, with a final zine published. This project is spread out over three years to ensure that we reach many cohorts and is sustainable for the Commission and for the community. Additionally, spreading the project over three years allows us to ensure that we are capturing the perspectives of various youths throughout the territory.

The Commission will engage youth directly in human rights education, giving them tools to recognize hate and know their rights. The trainings will enable youth to interrupt

discrimination and hate within their communities. The consultant will create informational materials relating to the project, to be used to advertise the Commission's project in communities, create the 'Rights and Responsibilities' zines, and create the promotional materials for each zine. Prior zines published by the Commission can be found on our [website](#).

The total value of the work is \$28,500.

The desired start date is August 3, 2026.

The planned completion date is January 16, 2029.

Deliverables

- Project advertising and informational materials;
- Three zines (one per fiscal year); and
- Promotional materials for each zine.

Roles and Responsibilities

The consultant will work closely with Commission Staff to execute the project and the Director when strategic decisions or approvals required.

Following the training sessions, the Commission will provide the consultant with zine topics, content and sources. The Commission will conduct two reviews of each zine (one legal and content review and one final proofing review).

The tasks for the external contractor are described below.

- Development of the promotion material required for the project;
- Development of three Rights and Responsibilities zine (topic TBD based on youth feedback) (approx. 10-15 pages each, in print, digital, and editable formats); and
- Development of promotional material for each zine.

Timeline

The project promotional materials are due August 21, 2026.

Rights and Responsibilities zine one (topic TBD) and zine one promotional material are due March 16, 2027.

Rights and Responsibilities zine two (topic TBD) and zine two promotional material are due February 16, 2028.

Rights and Responsibilities zine three (topic TBD) and zine three promotional material are due January 16, 2029.

Performance Expectations

Outputs are to be developed using the terminology, workflows and corporate look and feel of the Commission, which will be provided to the external contractor.

The Commission will provide feedback and make business decisions, as needed upon request within an efficient manner. The external contractor will take directions from the Commission where appropriate and revise work as needed, within the timeline of the project and in consideration of the monthly payment schedule.

The terms of the project may be amended with mutual consent of the Director and the external contractor in writing, if determined necessary for the successful completion of the project.

Conditions of Work

The contract is subject to a confidentiality agreement and reference check of the selected contractor.

This work shall primarily be conducted remotely.

Any work conducted remotely will be done using the external contractor's own office tools and technological resources (i.e. Commission laptops, phones, files, etc. will not be taken off-site).

Termination

The Commission may terminate the contract at any time, and with reasonable notice to the Consultant, for any reason including operational requirements, financial restraints or performance concerns.

Payment Terms

The total value of the contract is \$28,500.

- \$4,500 is allocated to towards the promotion material;
- \$6,500 is allocated to the Rights and Responsibilities zine #1 (topic TBD);
- \$1,500 is allocated to the zine #1 promotional material;
- \$6,500 is allocated to the Rights and Responsibilities zine #2 (topic TBD);
- \$1,500 is allocated to the zine #2 promotional material;
- \$6,500 is allocated to the Rights and Responsibilities zine #3 (topic TBD); and
- \$1,500 is allocated to the zine #3 promotional material.

Payment for the project promotion material, zines, and zine promotional materials will be rendered in full within 14 calendar days of approval of each deliverable.

Payment will be rendered by cheque or direct deposit to an account of the external contractor's choice. The Commission is GST exempt.

Confidentiality

The information collected and retained by the Commission is highly sensitive. The entirety of the project, including all files, information, aggregate data, observations and anything learned throughout the course of the project will be kept strictly confidential by the external contractor. The contractor will sign and be bound by a confidentiality agreement.