

**CALL FOR PROPOSALS**  
***Contracted Professional Services: Web Designer / Web Developer***

The North Carolina Society of Hispanic Professionals (NCSHP) is a 501 (c)(3) non-profit statewide organization whose mission is to promote education among Hispanic youth in North Carolina. NCSHP concentrates on the educational needs of Hispanic students. The intent of NCSHP is to develop and secure educational opportunities to improve Hispanic youth's success and school performance. The main area of coverage of NCSHP's activities is the Triangle (Raleigh, Durham, and Chapel Hill). NCSHP's office is located in Cary, NC.

**Description:** NCSHP seeks professional services for web designer / web developer.

**Projected Scope of Services:**

- Assess current website capability, identify weaknesses and maximize performance of website;
- Assess website design, functionality, and front-end / back-end development needs;
- Translate programs content into an updated, functional website;
- Re-design Website & Transfer Content;
- Make changes to site and update current information on web pages, as directed by NCSHP Director;
- Support and update current WordPress infrastructure, as well as develop new technologies;
- Develop new web applications and portal;
- Implement textual and graphical web content; and
- Train NCSHP staff on website trouble shooting, and maintenance.

**Budget: \$3,000**

**Call for Proposals:** Please send a Company Profile/Professional Resume, Sample of Work (Portfolios or Links to websites), General Scope of Services Quote, and two references, *via email only* to:

Neyra Toledo, NCSHP Director  
[ntoledo@thencshp.org](mailto:ntoledo@thencshp.org)

For inquiries and/or additional information, please call [\(919\) 467-8424](tel:(919)467-8424); L-F: 10:00am-12:00md.

*The NCSHP is an equal opportunity employer and is committed to recruiting a broadly diverse pool of qualified candidates for the position.*