



Norad



Norwegian People's Aid

## **Terms of Reference for Media Consultant for learning and documentation 2024.**

### **1.0 Background and the project**

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan. NPA has been working in South Sudan since 1986 and runs two programmes: Civil Society Development (CSD), Humanitarian and Resilience (HR).

Since 1<sup>st</sup> June 2020 NPA has implemented the "Extraordinary Appropriation for Civil Society to Increase Food Security and Reduce Hunger (IFSREH)" project. The project is funded by the Norwegian Agency for Development Cooperation (Norad), will run for one year and is scheduled to end on 31<sup>st</sup> May 2024.

The IFSREH project is designed to improve food and nutritional security by promoting better livelihoods for rural small-scale farmers in Jonglei (Bor South), Lakes (Rumbek Centre / East, Yirol East / West, Awerial, Wulu), Western Equatoria (Mvolo) and Central Equatoria (Terekeka) states and increase household income and subsequent access to food by supporting small-scale food producers, including honey, fish, milk and peanut butter processing agro-enterprises, to establish and enhance their income-generating activities through strengthened agro-based value chain activities. The project mainstreamed climate adaptation, disaster risk management, conflict mitigation and resolution, nutrition sensitivity, gender-based violence awareness and prevention, women's land access rights, legal support and gender equality as a nexus to ensure, at a longer-term perspective, a peaceful and conducive environment for sustainable agricultural production and strengthened markets and value chains. The project will benefit 6,500 small-scale farmers, including 3,500 women and 2,000 youth.

NPA is doing the implementation, monitoring and evaluation of the BREL project in collaboration with local government authorities, local Civil Society Organizations (CSOs), National Non-Governmental Organizations (NNGOs), pastoralists/agro-pastoralists, Community Based Organisations (CBOs), fisherfolk groups and households, Community Animal Health Workers (CAHWs), farmer producer groups, farmer association groups/cooperatives, village and market committees and value chain actors. NPA is working in partnership with 7 national NGOs in this project. The findings of the end line evaluation to assess the effectiveness, efficiency, impact and sustainability of IFSREH; to identify any problems or challenges that the initiative has encountered; to issue recommendations, and to identify lessons learned on design, implementation and management of the project by the end of the project in May 2024.

Documentation of the project helps us to share our knowledge and experience with stakeholders. The sharing of resources, information, and experiences among stakeholders helps to continually learn new methods, strategies, and technologies, and we often find support and inspiration from those in our same field. With the increase in social sharing and social media, the contribution of NPA's humanitarian work will reach wider circulation with stakeholders.

## **2.0 Purposes of the consultancy.**

NPA is seeking a media consultant to develop learning and documentation of the project success in line with the communication protocol of NPA. The media consultant will be responsible for the production of media and communication contents of the project and the coordination of the learning and documentation's efforts.

## **3.0 Duration**

20 days (20<sup>th</sup> May – 14<sup>th</sup> June 2024) covering the project counties. Extension of the duration of the contract will be upon the agreement of the two (2) parties in writing.

## **4.0 Responsibilities**

- Ensure highest broadcast quality of videography: HD 1920x1080 or better;
- Ensure that all requests and instructions from NPA pertaining to videography and photography requirements are fulfilled;
- Ensure that all required videography/photography services are completed on deadline;
- Ensure that correct video/photo formats are used as requested by NPA;

Work with the highest professional ethical standards and in keeping with NPA and the NPA's core messages.

## **5.0 Expected outputs and deliverables:**

Under the supervision of the programme manager – Humanitarian and Resilience and or M & E Coordinator, the consultant will work on various aspects of video production and/or photography for mainly IFSREH (117319) project, including the following deliverables;

- Filming interviews and photo coverage of various meeting, courtesy visits, monitoring visits and interactions with the project participants.
- Producing videos and photos of NPA projects as guided by the programme manager;
- Producing promotional material for NPA such as public service announcements as required.
- Filming footage and B-Roll for NPA, its partners and media;
- Filming and editing videos, photos and photo editing on NPA's work on the ground.

The timeline for deliverables (including deadlines) will be agreed upon with the supervisor before signing of contract.

Possession of high-quality equipment is a requirement for selection; selected candidates will need to use their own high-quality audio-visual equipment. NPA will not provide any equipment.

#### **6.o Working arrangements:**

- The consultant will be engaged on as 'contract' basis. In other words, the consultant will only be engaged for the period in the contract as signed;
- Financial commitments will only be established before the signing of the contract and will be clause in the contract / agreement.
- Corresponding payments shall be made based on NPA policy on consultancy, 30% before actual services requested and 70% after provision of the accepted services (photography / videography)

#### **7.o RESPONSIBILITIES OF NORWEGIAN PEOPLE'S AID (NPA).**

The Norwegian People's Aid will be responsible to;

- Provide payment for the consultancy cost agreed.
- Provide/ assigned staffs for coordination on planning of the assignment.
- Provide vehicles to facilitates the movement of the consultant
- Provide flights/ transport to and from field location.
- Provide materials deemed necessary for the assignment.
- Identify the relevant stakeholders for the assignment
- Provide relevant security briefings and organize relevant travel permits if required.
- Provide accommodation to the consultant at the field, but NPA won't provide meals.

#### **8.o Competencies**

##### **Functional competencies**

- Demonstrated ability to film broadcast quality video and audio: HD 1920x1080 or better;
- Demonstrated ability to produce professional quality photographs;
- Have Final Cut Pro X editing skills (or other professional editing software i.e., Avid, Premiere...);
- Have knowledge of different video formats and video file conversions;
- Have knowledge of converting video files in multiple formats;
- Have online video publishing and file transfer skills;
- Have working knowledge of publishing on social media sites;
- Have knowledge of lighting for video and photo.

## Core competencies

- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Ability to work in a multicultural environment.

## 9.0 Required Skills and Experience

### Academic qualifications:

- Bachelor's Degree (added advantage) is in a related field or at least one 2 years of professional experience.
- Diploma / certificate in photography / videography or mass communication / journalism with relevant experience in media engagement.

### Experience:

- At least 1- 2 years of working experience in video production and FCPX editing, or other professional editing software; Adeb video editor.
- At least 3 years' experience filming professionally.

### Language:

- Fluency in English, required; knowledge of other South Sudan languages (Arabic, French) an asset.

## 1.0 SUBMISSION

Interested applicants should submit application by email to [rss-tenders@npaid.org](mailto:rss-tenders@npaid.org) Or hand delivery to the NPA South Sudan Head Office, Martyrs Street (opposite UNICEF) Juba.

**Applications submitted after 5:00PM on Friday 17<sup>th</sup> May 2024, will not be considered.**

***Note: For the purpose of urgency, applicant will be reviewed on daily basis and NPA reserves the right to terminate this advert before the stated deadline.***