



CONSULTANCY FOR A MEDIA TRAINER

Type of Assignment: Consultancy

Deadline: 11 April 2025

Duration of Assignment: 6 months

Submit via: procurement.juba@unesco.org

Background

UNESCO through its Japan/JICA project, “Project for the Development of Mass Media to Improve Access to Information for Elections and Post-elections” aims to strengthen civic education and enhance access to information for South Sudanese citizens through three key components: infrastructure development, training, and establishment of community radio stations. To support project implementation, UNESCO seeks to work with a national consultant, to support capacity building training for journalists and community groups in Terekeka, Wau, Yambio and Malakal.

The expected results include, Journalists and station managers in Terekeka, Wau FM, Yambio FM and Malakal FM trained and equipped with reporting skills and practical journalistic skills, community radio board members in place and trained, fully operational community radio station in Terekeka, with trained staff and volunteers capable of gathering, packaging and production of high-quality programmes in local languages that will educate, inform, and entertain the communities.

Terms Reference

Under the overall authority of the UNESCO Juba Head of Office, and the direct supervision of the Communication and Information specialist the contractor shall:

1. Conduct 2-day training for the community board members that will provide leadership, overall strategy, and ensuring the station's financial soundness, legal compliance, and operational efficiency. The board members should be capable of leading the community radio with sound leadership, financial and communications skills and knowledge. Training to be done from 29-30 April 2025.
2. Conduct a 10-day capacity building workshop for fifteen (15) station volunteers to be trained on operationalization of the radio station including basic journalism skills including the following; how to gather, package and produce programmes in readiness for broadcast. Training to be done from 21st April to 2 May 2025.

3. Conduct a 3-day training for 30 members of the youth and women listeners' club in Terekeka with the aim to equip the group with vital skills in empowering individuals, fostering community engagement, and promoting social change by providing platforms for information sharing, skill development, and advocacy on community issues. (3-5 May 2025)
4. Train journalists and stakeholders at the Wau state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region. (19-23 May 2025)
5. Train journalists and stakeholders at the Yambio state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region. (26-31 May 2025)
6. Train journalists and stakeholders at the Malakal state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region. (09-13 June 2025)
7. In close consultation with the targeted radio stations, support in the development of four (4) Community engagement and editorial policy for Terekeka FM, Malakal FM, Wau FM, and Yambio FM. (April to August 2025)
8. Conduct 2-day training on the developed Community engagement and editorial policy for Terekeka FM, Malakal FM, Wau FM, and Yambio FM. (26-27 August 2025)
9. Provide 2 months mentorship and training for the National Electoral Commission (Public information department) on engagement with the Media, public Speaking, press conferences, writing press release e.t.c with the aim to equip NEC media team with skills on media engagements and public relations. (01 July-31st August 2025).
10. Liaise with UNESCO in planning the required travels to Terekeka, Wau, Yambio and Malakal. In this regard, provide a workplan indicating the expected timing of travel schedule to ensure flight booking is carried out in advance
11. In carrying out the above activities, ensure UNESCO and JICA visibility in all engagements. In this regard, the contractor shall provide timely articles with high resolution photos of the activities.

Annex: Fact Sheet

Activity	Number of working days
Conduct 2-day training for the community board members that will provide leadership, overall strategy, and ensuring the station's financial soundness, legal compliance, and operational efficiency.	2 days
Conduct a 10-day capacity building workshop for fifteen (15) station volunteers to be trained on operationalization of the radio station including basic journalism skills including the following; how to gather, package and produce programmes in readiness for broadcast	10 days
Conduct a 3-day training for 30 members of the youth and women listeners' club in Terekeka with the aim to equip the group with vital skills in empowering individuals, fostering community engagement, and promoting social change by providing platforms for information sharing, skill development, and advocacy on community issues	3 days
Train journalists and stakeholders at the Wau state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region	5 days
Train journalists and stakeholders at the Yambio state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region	5 days
Train journalists and stakeholders at the Malakal state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region	5 days
In close consultation with the targeted radio stations, support in the development of four (4) the Community engagement and editorial policy for Terekeka FM, Malakal FM, Wau FM, and Yambio FM.	40 days
Conduct 2-day training on the developed Community engagement and editorial policy for Terekeka FM, Malakal FM, Wau FM, and Yambio FM. (26-27 August 2025)	2 days
Provide 2 months mentorship and training for the National Electoral Commission (Public information department) on engagement with the Media, public Speaking, press conferences, writing press release e.t.c with the aim to equip	30 days

NEC media team with skills on media engagements and public relations.	
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Deliverables

Activity	Month
<p>Provide a report on the 2-day training for the community board members that will provide leadership, overall strategy, and ensuring the station's financial soundness, legal compliance, and operational efficiency.</p> <p>Provide a report on the 10-day capacity building workshop for fifteen (15) station volunteers to be trained on operationalization of the radio station including basic journalism skills including the following; how to gather, package and produce programmes in readiness for broadcast</p> <p>Provide a report on the 3-day training for 30 members of the youth and women listeners' club in Terekeka with the aim to equip the group with vital skills in empowering individuals, fostering community engagement, and promoting social change by providing platforms for information sharing, skill development, and advocacy on community issues</p>	May
<p>Provide a report regarding the training of journalists and stakeholders at the Wau state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region.</p> <p>Provide a report regarding the training of journalists and stakeholders at the Yambio state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region.</p> <p>Provide a report regarding the training of journalists and stakeholders at the Malakal state-based station on legal frameworks, practical and theoretical skills and knowledge on journalism, public broadcasting and best practices from within the region</p>	June

Provide final copies of the four developed Community engagement and editorial policy for Terekeka FM, Malakal FM, Wau FM, and Yambio FM.	July and August
Conduct 2-day training on the developed Community engagement and editorial policy for Terekeka FM, Malakal FM, Wau FM, and Yambio FM. (26-27 August 2025)	
Report on the 2 months mentorship and training for the National Electoral Commission (Public information department) on engagement with the Media, public Speaking, press conferences, writing press release e.t.c with the aim to equip NEC media team with skills on media engagements and public relations.	August and September

Qualifications/ Knowledge / Skills/Experience

- Master's Degree, in Media, Journalism or other related field of study.
- Over eight (8) years of progressive experience in media training, reporting, project implementation and/or project management.
- Good knowledge and understanding of the South Sudan media landscape and Rights on freedom of expression, access to Information and Safety of Journalists.
- Demonstrated experience in project development and management in and international media environment.
- Possess good coordination, planning, reporting and budget skills.
- Strong IT skills especially in MS-Excel, MS-Word, PowerPoint, etc.
- Strong oral and written communication skills and capacity to write clear prose.
- Ability to work with and in multicultural teams.
- Ability to work under pressure and tight deadlines.
- Ability to be proactive and work independently.
- Knowledge of UNESCO's work and mandate.

How to Apply

Submit

a) Curriculum vitae.

- (b) a statement indicating how your qualifications and experience make you suitable for the assignment.
- (c) an indication of the approach you would adopt to carry out the assignment
- (d) Include budget proposal /fees for the task