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## TERMS OF REFERENCE

### National Consultant (Kenya) - Videographer

**Consultancy reference number: CCD/22/COMMS/C/13**

#### **Background**

The United Nations Convention to Combat Desertification (UNCCD) is an international agreement on good land stewardship. It helps people, communities, and countries to create wealth, grow economies and secure enough food and water and energy, by ensuring land users have an enabling environment for sustainable land management. Through partnerships, the Convention's 197 Parties set up robust systems to manage land degradation and drought promptly and effectively.

Good land stewardship based on a sound policy and science helps integrate and accelerate the functions of the secretariat are, among others, to organize the Conferences of the Parties (COP) and its subsidiary bodies. In preparation for the 15th Session of the Conference of the Parties (COP15) taking place from 9-20 May 2022 in Abidjan, Côte d'Ivoire, the UNCCD wishes to hire two consultants to gather high quality materials for use by all media platforms during the event. We are looking for an experienced videographer and storyteller to travel as part of an UNCCD media crew to designated areas in Kenya to shoot, edit, package and produce excellent films that tell a story.

#### **Objective of consultancy**

Materials will be used in the press package for the UNCCD and/or published on the UNCCD website to raise awareness of the issue.

#### **Duties and Responsibilities:**

Under the overall supervision of the UNCCD Public Relations Officer, and direct supervision of the designated journalist lead, the consultant will carry out the following tasks in designated locations in Kenya:

- Film broadcast quality rushes and interviews for at least three days in a drought crisis area
- Participate in team discussions on the mission before, during and after the mission
- Film stories assigned using different technologies, including drone cameras
- Participate in the cutting and editing of the films required, deliver required quality of end products within tight timelines; videographer must comply with the changes required and resubmit for approval
- on request, select and produce short, crisp film footage for various uses and platforms
- apply the highest journalistic ethics and practices to ensure the dignity of subjects, particularly in the context of vulnerable people and children in particular, whose rights need to be protected
- Where appropriate, record music from the local communities that could be used in the film
- As directed by the team leader, record high-quality sound bites in English and/or other languages and provide an English transcript of the soundbites
- Provide regular updates to the mission team lead regarding film development and major challenges if any
- understand and apply UNCCD branding guidelines
- comply with UNCCD videography guidelines, particularly for human interest stories
- report the work carried out, include a log of the number of days and hours worked and other practical details.
- Deliver all final materials, master film and raw footage, in a hard drive or as mutually agreed in advance.



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## Deliverables

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Key deliverables are:

- ✓ 10 minutes of high-resolution film footage for use across all broadcast media
- ✓ Cut-and edited film footage - to be mutually agreed at start of project
- ✓ Three 2-minute recorded interviews with communities
- ✓ A minimum of 10 hours of raw film footage from the sites visited
- ✓ At least four 30-second clips of film footage
- ✓ Additional images taken, including those taken at the request of the media crew during the shoot;
- ✓ A detailed report on all filming locations, including names and contact details of individuals interviewed

All copyright for these materials rests with UNCCD. The photographer may not use, reproduce or otherwise disseminate or authorize others to use, reproduce or disseminate such works without prior consent from UNCCD.

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## Contractual terms

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This is individual consultancy and only applications received by the individuals will be accepted. Contract shall run for 5 days between 15 March – 15 April 2022. This individual consultancy is homebased (Kenya).

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## Requirements

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- Advance university degree (Master's degree or equivalent degree) in international relations, communication, journalism, social sciences or related disciplines. A first-level university degree with a relevant combination of academic qualifications and experience may be accepted in lieu of advance university degree. Professional training in filming
- Minimum three years of professional experience as a videographer for a major television channel and/or for international agencies; experience with filming in crisis areas.
- Excellent videography skills and ability to deliver images that tell a story. Previous experience filming in drought-hit communities in Kenya is required.
- Excellent communication skills, fluency (both oral and written) in Kenya's official languages (English and Swahili) is required

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## Special notice

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Only individuals who can act as independent, individual economical operators are qualified to apply. Individuals who can provide their services only on account of an institution or enterprise not in their individual capacity are not eligible under this procedure.

Individuals engaged under a consultancy or individual contract will not be considered "staff members" under the Staff Regulations and Rules of the United Nations Secretariat and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultant and individual contractor is responsible for determining tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

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## Submission of application

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Applications should be submitted by e-mail to [staffing@unccd.int](mailto:staffing@unccd.int) with a UNCCD Personal History Form<sup>1</sup>, CV and cover letter, specifying the reference number: [CCD/22/COMMS/C/13](#).

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<sup>1</sup> UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/about-us/secretariat/vacancies/applying-unccd>



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The deadline for applications is **10 March 2022**. Only applications submitted by the deadline and with complete documentation will be taken into consideration.

Due to the volume of applications received, receipt of applications cannot be acknowledged individually. Please address your application as indicated above and please do not address or copy your application to an individual at the Secretariat or Global Mechanism. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

Date of issuance: 04 March 2022