**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT**

|  |
| --- |
| **TERMS OF REFERENCE**  |
| Background and Context | Lesotho has experienced drought in the 2018/19 agricultural season impacting on the current food security situation. This also impacts on gender based violence, HIV as well as sexual and reproductive health and rights.The Disaster Management Authority (DMA) and partners conducted a rapid assessment of the situation in March to project immediate needs and impacts of various sectors as a result of the drought.Based on the Rapid Assessment results, it is anticipated that around 500 000 Basotho are going to be affected by the drought and are expected to be insecure.It is also against this background that the United Nations (UN) in Lesotho undertook early action to deliver urgent lifesaving multi-sectoral emergency assistance to severely food insecure households and to address the impacts of drought and erratic rainfall that are affecting the population in Mohale’s Hoek, Maseru, Quthing and Qacha’s Nek districts. The UN agencies IOM, FAO, UNICEF, UNFPA, WFP and WHO jointly with national partners and through “delivering as one” mobilized funds from the UN Central Emergency Response Fund (CERF) to address priority humanitarian needs in nutrition; water, sanitation and hygiene; agriculture; food security; health; and protection. Through the CERF, the UN in Lesotho is currently implementing a humanitarian assistance project on “Provision of life saving protection, Gender Based Violence and Psychosocial support to drought affected populations.” The Videographer will therefore be expected to document human interest stories and achievements of the project.  |
| Purpose of consultancy: | To produce a multimedia 5-minute video clip highlighting success stories on the CERF funded humanitarian project on provision of life saving protection, Gender Based Violence and Psychosocial support to drought affected populations.   |
| Scope of work:*(Description of services, activities, or outputs)* | **Produce a five (5) minute video highlighting success stories of the challenges of the project in the five project areas of Maseru, Mafeteng, Mohale’sHoek, Quthing and Qacha’sNek.****Specific tasks:*** Document the interventions, experiences and successes of the project
* Conduct and film interviews of beneficiaries of the CERF Project in the affected districts.
* Add on video and photo materials from archives if necessary
* Editing and post-production of raw materials (including voice over, music, etc)
* Subtitling in Sesotho and English
* Develop graphics, etc. (if necessary)

**Expected deliverables**:* Video clips on a hard drive or USB Flash Drive
* Copies of the videos on DVD at full resolution
* Still pictures of interviews, locations etc.
* Video materials (first cuts, final edits and raw materials)

NB. Videographer must also document consent from interviewees (written or audio)  |
| Required expertise qualification and competencies including language requirements: | The Videographer must meet the following minimum criteria:* Experience in producing videos/documentaries
* Ability to meet deadlines and work under pressure to produce videos.
* The videographer will be expected to submit work previously done for review.
 |
| Place where services are to be delivered: | The videographer will be required to travel to the location of the CERF Project for collection of life stories and interviews. |
| Delivery dates and how work will be delivered (*e.g.* electronic, hard copy etc.): | This assignment including any travel is expected to take two weeks starting first week of June.Final products to be submitted based on agreed timelines once contract is signed. |
| Supervisory arrangements:  | Videographer will consult with local UNFPA staff and the Communications officer of UNFPA. |
| Expected travel: | The videographer will be required to travel to the CERF Project. (in Mafeteng Maseru Mohale’s Hoek, Quthing and Qacha’s Nek). |
| Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable: | UNFPA will provide background and guidance on materials to be collected. |
| Other relevant information or special conditions, if any: | All photos and footage (when available) will be turned over to UNFPA and remain property of UNFPA; Videographer will insure that all participants have signed a consent form or provided verbal consent, recorded on a smart phone or video camera; no participant will be compensated for participation in the videos/photos.  Videographer agree to conduct themselves with beneficiaries according to UN ethical guidelines. Videographer will organize own transport to all project sites and will be expected to include price in quotation. |
| Payment | Videographer will be paid in a lump sum upon completion of work satisfactorily completed and submitted content to UNFPA C/O. |
| Signature of Requesting Officer in Hiring Office:Date: |