

Background Information

The empowerment of women, girls and youth for transformative change and gender equality are fundamental for Oxfam in Tanzania. Our country strategy (2015-2019) has identified tackling rural poverty and women and youth empowerment as central to addressing poverty and injustice. We believe that everyone is entitled to a life of dignity and opportunity and we work with others to make this a reality. Through different projects that are funded by Irish Aid women and youth are empowered and supported to address all forms of discrimination and injustice that are both a cause and result of the entrenched inequality which drives poverty. We work to break this cycle by placing women and girls at the heart of our work.

Together with our implementing partners Ujamaa Community Resource Team (UCRT) in Manyara region and KIVULINI in Shinyanga and Mwanza regions, we have been implementing projects that objectively empower women and youth in the pursuit of transformative change and gender equality. We are changing the position of women and youth by facilitating them economically, increasing their knowledge on policies and legislative frameworks concerning Gender Based Violence, improved their ability to cope, respond and recover from stresses and facilitate livestock ownership and business to increase women income and support individual and joint CCROs for women. In understanding how we transform livelihood of youth and women in these regions we will document successes and challenges to influence other actors such as government, donors and other agencies to take this work to scale.

Purpose of the Consultancy

The purpose of these terms of reference is to engage a consultant to produce short video documentaries show casing impact of best practices, trends, policies, and interrelation among key actors in empowering women economically and in joining efforts to end violence against women.

The objectives of Consultancy

1. To bring to life practical examples in ending violence against women and youth and empowering them economically.

2. To document the best practices from individual women, highlighting the ways in which they have transformed policies into practices.

Oxfam in Tanzania is therefore seeking a consultant who has expertise in producing short video documentaries for online use, editing and interviewing skills. S/he must have extensive experience in editing documentaries and videos. The consultant will be expected to present samples of their previous work of a similar nature with their technical proposals.

Scope of work

Once a consultancy offer has been awarded, the execution of the task will follow a flow of events as written below.

1. Briefing meeting at Oxfam Office which will involve finalization of contractual terms, clarifications on methodology as well as conversation on production of video documentary and case study.
2. The consultant will review project documents (proposals and narrative project reports) for familiarization with the project, develop a work plan for the whole documentation exercise that is expected to be 17 days.
3. The consultant and Oxfam program staff will develop the script for the video shoot that will involve defining the settings, feelings, background and storyline required for the case study. This will need to be finalized and agreed before production begins.
4. The consultant will be required to submit a draft video documentary case study for comments and offer enough time for the team to do so. Timelines will be agreed as per the number of working days.
5. The consultant will travel in the region of Shinyanga and Manyara where he/she will be visiting change makers, women, youth, private sector and government official, for interviews, photo and video shooting and documenting best and bad practices to identified actors.
6. The consultant will have to outline and develop video script, set of questions to be asked to actors in the field. Upon returning from the field the consultant will develop a video documentary feature best and bad practices from men and women workers.
7. Participants/interviewees will be consulted on how the documentation can be used to drive positive change for workers in-country (with a strong gender equity focus).

Deliverables

- a) A finalised detailed field work planning.
- b) A clearly breakdown of budget indicating cost of the assignment
- c) Inception Report
- d) 3 Short Videos of Women and Youth Empowerment Video Case Studies with English Subtitles.
- e) Video Scripts.

Payment schedule

An advance of 60% of the total consultancy costs will be paid 5 days after signature of the contractual agreement and the remaining 40% on satisfactory completion of the deliverables as outlined in the ToR and the agreement.

Reporting

The consultant will work closely with the Programme team. Video drafts will be submitted to the Programme Manager within dates stipulated in the work plan. Final sign off on the video will be done by Oxfam in Tanzania Country Director.

Duration

The whole documentation process will take maximum 17 (days including none working days) that include: preparation, field work with stakeholders, and final production. The expected date of the start of production is November 2018.

Expression of Interest (EOI)

The consultant that considers to be able to perform the task as per this Terms of Reference should submit their Expression of Interest documents through designated channels. Selected consultant/s might be required to prove their qualifications. The expression of interest document should take the following aspects into consideration;

1. Relevance to ToR
2. Sample work
3. Budget breakdown.
4. Professional and academic qualifications
5. Experience of the entire team (cameraman, director, enumerators)
6. Capability Statement

Qualification

1. Diploma or Degree of Relevant field.
2. Strong experience in video production for development programme.
3. More than 4 years' experience in video script writing.
4. Tax Identification Number (TIN)

Application

Interested applicant please send; CV detailing experience of the work, Technical proposal, Budget Breakdown, Sample work, Capability statement and a detailed work plan via the Oxfam Jobs portal by CoB Friday 30th November 2018