

Terms of Reference

Description of the assignment (Title of consultancy): Videography Production Consultant

Project Title: Support to Host Communities in the WASH Sector (WASH) - 00088194

Period of assignment/services: 16 working days spread over 2 months

1. Background

Following the on-going influx of large number of refugees to the Lebanese territory, there is an obvious pressure on the basic sectors such as water, sanitation, waste management, health and education. The need for exponential growth and development becomes a daily necessity while existing structures are not equipped and do not have the capacity to provide those services.

UNDP helped supporting and equipping local authorities in better coping with and recovering from the demographic shock that has put significant pressure on the water sector by upgrading the irrigation infrastructure; an area where significant needs have been identified that would reduce high water losses from already overexploited groundwater resources.

It is critical to upgrade irrigation canals in order to reduce the wastage of water and ensure a larger supply of water to the farmers and therefore ultimately increase water available for irrigation resulting in improved livelihoods and increase of yields and land use in agriculture.

The agricultural sector is one of the most important sectors due to its contribution to the local economy, food security, natural resource management, and its capacity to create new jobs, especially for labour from displaced people, and alleviating social tensions. However, the agricultural sector is also facing a severe water scarcity because the demand for irrigation water resources for irrigation purposes has rapidly increased to meet the higher food demand, mainly caused by the influx of refugees.

To this end, the project aims at increasing social stability, mitigating social tensions, and improving agricultural livelihoods for men and women through the rehabilitation of irrigation canals and technical support at the farm-level in the host communities of Qabb Elias in the Bekaa region of Lebanon. 1,000 Lebanese farmers (approximately 1,500 households) and 5,000 Syrian casual agricultural workers employed by the farmers in Qabb Elias will benefit from improved access to irrigation water and agriculture practices. The project promotes the participation of woman farmers equally as men in the capacity building programme. Also, the construction of water structure creates short-term employment opportunities for both vulnerable local Lebanese and Syrian workers.

2. Scope of work, responsibilities and description of the proposed analytical work

The overall objective of the assignment is to showcase the impact of the implemented Energy and Environment projects on families, farmers and stakeholders of Qab Elias.

As such, the selected individual consultant will be responsible for providing the service outlined below:

Creating, producing, shooting and editing a 2:00-2:30 minutes video documentary in Qab Elias- Bekaa region in addition to a 59 seconds short version for social media use. The video will include interviews with the beneficiaries and the stakeholders at the site for their testimonies and experience.

The consultant is expected to set up audio and video equipment for aerial, interior and exterior location shoots and operate video cameras, video/audio equipment to produce high quality footage.

3. Expected Outputs and deliverables

Deliverables/ Outputs	Estimated Duration to Complete	Review and Approvals Required
Create the video concept	1 working day extended over a period of 1 week	Reviewed by WASH communication assistant and approved by head of Energy and environment Programme
Site visits/Shooting	3-4 working days extended over a period of 4 weeks	
Processing/editing	10 working days	

4. Institutional arrangements

The selected Consultant will be working under the direct supervision of the UNDP / Energy and Environment Programme and in coordination with the /WASH communication assistant for issues of planning and logistics.

5. Duration of work

The contract is 16 working days spread out over a period of 2 calendar months. Work is to start by November 1st, 2018.

The approval of the submitted deliverables will be based on clearance and review of the WASH Graphic Designer & Communication Assistant and the Energy and Environment programme.

Payment will be issued upon satisfactory completion of the required outputs.

6. Duty station

Qab Elias, Bekaa as a shooting location.

7. Requirements for experience and qualifications

The Individual Consultant should possess the following minimum qualifications:

I- Academic Qualifications:

- Bachelor degree in videography/media or any other related field.
- Certificate in videography/media or other related fields.

II- Years of Experience:

- At least 2 years of experience in photography, video editing and production.

III. Technical experience:

- a. Demonstrated experience of conception, production and editing of short documentaries.
- b. Basic animation skills: text on screen, titles, infographics
- c. Videography portfolio of at least 5 short videos.
- d. Previous working experience with UNDP is an asset.

IIV. Competencies:

- a. Ability to work with tight deadlines.
- b. Having a flexible schedule (the videographer might get the filming agenda a couple of days before the shooting)

8. Scope of Price Proposal and Schedule of Payments

100% payment will be done upon full completion of the required tasks as set in the Terms of Reference, and upon submission of certificate of payment that shall be reviewed and validated by E&E Programme Manager.