

TERMS OF REFERENCE

Individual Contractor – Media Engagement and Partnership Specialist

Assignment Information

Assignment Title:	Media Engagement and Partnership Specialist
Cluster/Project:	UNDP/RCO
Post Level:	Specialist
Contract Type:	Individual Contractor (IC)
Duty Station:	Phnom Penh
Contract Duration:	90 working days between June-December 2019

Background and overview

Press freedom in South-East Asia has deteriorated in the past few years and online civic space has been monitored quite extensively. So-called “fake news” have undermined the veracity of news and damaged the trust in the media as a democratic institution. At the same time, there are isolated yet increasingly important signs of resilience in the sector. New and alternative media experiences are emerging, which are capable to survive and even thrive in the current environment.

The Peace and Development Advisor (PDA), located in the Office of the Resident Coordinator, is managing a new UNDP initiative to promote media alternatives and new forms of freedom of expression in Cambodia. The media specialist will work in the Resident Coordinator’s Office under the supervision of the PDA.

Objectives

Under the direct supervision of the PDA, the consultant will be responsible for supporting the following tasks:

1. Provide technical support and advice to the project manager (PDA)
2. Establish a network of experts and entrepreneurs engage in discussions for partnerships.
3. Support the design of an exploratory study aimed at identifying media alternatives.
4. Support the design and organization of an expert workshop to present the findings of the study.
5. Coordinate mentorship and incubation of media prototypes led by a start-up incubator in Cambodia.
6. Support technical needs related to the project
7. Perform other tasks as directed by the PDA.

Deliverables and Timeline:

All deliverables shall be submitted in accordance with the following timelines:

Deliverable	Estimated duration to complete	Target Due date	Payment percentage	Review and Approvals Required
Exploratory study successfully designed and reviewed, and presentation organized	35	30 August	30%	Reviewed by PDA
Incubation of selected media start-ups successfully managed	55	20 December 2019	70%	
Total	90		100%	

Institutional Arrangements:

Role of the consultant: The consultant will be supporting the work of the Peace and Development Advisor and work in cooperation with a junior consultant.

Role of the Peace and Development Advisor (PDA): The PDA will be supervising the consultant and provide professional guidance. The PDA may be assigning tasks to the consultant in support of the RCO/UNDP work.

Duration of the Work and Duty station

The consultant will work from June to December 2019. The duty station for the assignment is Cambodia (Phnom Penh), with some travel within the country. The living allowance and travel related cost in other provinces will be covered by UNDP. The consultant should submit financial proposal covering the professional fee, travel and other related cost incurred when she/he is in Phnom Penh. Selected individual contract(s) who is expected to travel to the Country Office (CO) to undertake the assignment in the country is required to undertake the Basic Security in the Field (BSAFE) training prior to travelling.

Minimum Qualifications of the Individual Contractor

Education:	<ul style="list-style-type: none">Advanced post-graduate degree in communication studies, media studies, social sciences
Experience:	<ul style="list-style-type: none">A minimum of 7 years of professional experience in the media sector and communications;Proven experience in media engagement in sensitive situationsProven experience in partnering with start-up incubators and/or entrepreneursProven knowledge of Cambodia media environment.Prior experience working with UN
Other Competency	<ul style="list-style-type: none">Capacity to work in teamA high degree of cultural sensitivity;Time management (in managing deliverables)
Language Requirement	<ul style="list-style-type: none">Fluency in written and oral English.

Criteria for Evaluation of Level of Technical Compliance of Individual Contractor

Technical Evaluation Criteria	Obtainable Score
A minimum of 7 years of professional experience in media sector and communications	40
Proven experience in media engagement in sensitive situations	30
Proven skills in partnership building with start-up incubators	30
Total Obtainable Score:	100

Approval

Signature:

Name: Fabio Oliva

Title/Unit/Cluster: Peace and Development Advisor – UNDP/RC Office

Date: 8 May 2019