

**Terms of Reference**

**Contract type**: Local Communications Consultancy Firm

**Project Title:**  Climate Promise

**Duration**: 58 working days, starting Oct 20th 2020 to June 30th 2021

**Location:** Paramaribo, Suriname

**Source of Funding:** UNDP Suriname Climate Promise

## **BACKGROUND**

Suriname is committed to the full, effective and transparent implementation of the Paris agreement and deposited its instruments of ratification to the Paris agreement on 13 February 2019. Suriname, pursuant to Articles 4.2 and 4.11 of the Paris Agreement and Decision 1/CP.21 paragraph 23. considering its domestic circumstances and capabilities, has communicated an enhanced nationally determined contribution under the Paris Agreement for the period 2020 - 2030.

The UNDP Climate Promise aim is to support Suriname in realization of its national development and climate change objectives in general and specifically to bring awareness and galvanize support for implementation of Suriname enhanced NDC. UNDP is currently supporting government of Suriname with the implementation of several interventions. These interventions such as NAP ASGM, EMSAGS, EnGenDER, GCCA+ phase 2 respond to specific national objectives and priorities in Suriname and are aligned with Suriname’s National Development Plan 2017-2021 and the Nationally Determined Contribution (NDC) 2020. Additionally, they support the implementation of the national REDD+ strategy, Adaptation Plan and Framework Environment Law.

**Climate Promise:**

Seeks to support the NDC towards cost effective pathway to decarbonization of sustainable economic development, maintaining the integrity of natural forest acting as a carbon sink and strengthening resilience to enable adaptation and mitigation action. This through advocacy, education and awareness on the Suriname NDC, support to Suriname to provide leadership in the global High Forest Low deforestation (HFLD) efforts in support of conservation of intact forests.

## **2. OVERALL SCOPE OF THE WORK**

The Communications consultancy firm will provide technical and management support to:

1. Communications strategy and short-term action plan supportive of realization of Suriname NDC objectives and targets.
2. Aligned with Communications strategy for the Suriname NDC deliver Advocacy, Education and Awareness products; targeting general population, Indigenous and tribal peoples and marginalized and vulnerable people’s including youth and women.
3. **KEY ACTIVITIES AND RESPONSIBILITIES**
* Design communication strategy and short-term action plan for Suriname NDC. Coordinate and implement short-term action plan including short videos
* Carry out communications activities to highlight Suriname NDC in key areas
* Ensure development of strategy, communications activities and products designed in participatory and culturally appropriate manner with relevant local authorities, government departments, Indigenous community and Tribal leadership, Local Community organizations relevant stakeholders and partners
* Carry out communications activities to position and highlight Suriname work and policymaking on Forest Management linked with HFLD process.
* Support monitoring, verification and information sharing of communications activities
* Deliver written, audio and visual productions materials for publication
* Initiate and discuss enhancement of NDC presentation on Government of Suriname corporate websites with duly authorized government agencies
1. **The Consultant Firm should possess the following minimum skill sets:**
* Education
* Bachelor’s degree in international development, sustainable development; natural resource/environmental management, management, economics, or a climate change related field in Graphic Design or a related field.

Work Experience, Skills and Knowledge

* A minimum of 5 years of progressively responsible experience in producing communications strategy, actions and products
* Experience in branding, public awareness and education materials. Sound understanding of international climate change (including climate finance) context, sustainable development, environmental management issues, adaptation, and other related human development issues
* Sound understanding of national and local development planning processes in Suriname
* A good command of the English language and the ability to clearly express ideas.
* Ability to meet deadlines and pay attention to detail.
* Excellent communication and engagement skills
* Demonstrated understanding of Gender mainstreaming is a strong asset
* Demonstrable computer skills including Word processing, PowerPoint

Languages

* Fluency in written and spoken English and Dutch.
1. **Competencies**

• Good conceptual, inter-personal, communication, negotiation, co-ordination, facilitation and representation skills;

• experiences working on issues related to public awareness, climate change adaptation and disaster risk reduction technology, livelihood enhancement and food security;

• Good analytical and problem-solving skills;

• Self-motivated with time and stress management skills and ability to work independently;

• Ability to take responsibility, meet deadlines and make progress with minimum supervision;

• Willing to travel to the project implemented sites to conduct, monitoring and verification, and support other field activities and able to adjust and work in less ideal field situations;

 • Capacity and willingness to learn new skills, research methods, and work routines under the mentorship of PMU and other relevant consultants/identified partners

• Excellent attention to details including pro-activeness, creativity and reliability.

**6. Oversight and Reporting lines:**

The Firm will provide direct support to the government of Suriname in its leadership role of inclusivity towards the implementation and realization of the NDC objectives, activities and targets. The Ministry of Spatial Planning and Environment, Coordination Environment will take leading role in a coordinated and integrated process with relevant Government and UN agencies.

The day to day oversight and monitoring of the FIRM will be done by Coordination Environment within the Ministry of Spatial Planning and Environment with support of UNDP Suriname. The required deliverables as described are to be cleared/accepted by the Ministry Spatial Planning and Environment/CM and UNDP.

1. **Communications deliverables in support of Suriname NDC: communications strategy and short-term actions plan on advocacy, awareness and education actions and products**

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| **Climate Promise project** | **Deliverable**  | **Indicative # days**  | **Target Date**  |
| Climate Promise  | Detailed workplan to prepare Climate Promise Communications strategy and short-term actions plan  | 5 | 26 October 2020 |
| Climate Promise: 1.3 Activity Advocacy, Education and Awareness and Outreach  | Baseline assessment (survey) of knowledge/ perceptions of Nationally Determined Contributions (NDC)/ Climate Change.Design of NDC Communications strategy and short-term action plan; including on Advocacy, Education action linked to launch of UNDP mission 1.5 game adjusted to Suriname context,Awareness and Outreach actions for the different target audiences including women and youth. | 15 | 30 December 2020  |
| Climate Promise: 1.4 Activity Indigenous and Tribal Peoples, marginalized and people with disability expanded stakeholder engagement | Communications action and products specifically targetingIndigenous and Tribal Peoples, including people with disability on NDC in general and specific actions and impacts.Short Suriname NDC videos a) Script development;b) Narration, translation and subtitles in Dutch/Sranang Tongo, Samaaka and Aucaans, Kalina and Lokono where necessary;c) Video shooting and editing;d) Full usage rights for music (or music for which copyright has been granted);e) fully produced video of approximately 2 minutes in length in 1080p (HD) resolution. | 20 | 24 February 2021 |
| Climate Promise: 1.5 Activity HFLD countries Global Advocacy and Engagement | Communications action (video, article, etc.) and product in support of global engagement HFLD countries including at least High-level representative of Suriname current Chair and Democratic Republic of Congo (DRC) as incoming HFLD chair.  | 10 | 22 January 2021 |
| Climate Promise general support | Exit survey, analysis and report on target audience understanding of NDC and recommendations for improved implementation of communication strategy  | 8 | 30 April 2021 |

**UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.**