

Terms of Reference – Photographer/videographer Consultant, Egypt

Deadline: August 22th, 2023

Duration: 6 months

Location: Egypt

Start date: September 1st, 2023

Background

Hivos:

Hivos is an international organization guided by humanist values, that works for a world where people can realize their full potential, unleashing their ingenuity and creativity to build fair, just and life-sustaining societies for themselves and generations to come. We work in partnership with others in the Middle East, Africa, Asia and Latin America in three impact areas: 1) civic rights in a digital age, 2) climate justice, and 3) gender equality, diversity and inclusion. Our approach is solution driven, and we build wider movements for change by amplifying and connecting voices. To ensure continuity and expansion of our work, we aim to diversify our sources of funding and increase our funding base.

Green Works and CFJT programmes:

Green Works aims to empower young men and women to find a decent job in the Green Economy which Hivos defines as future proof. Such economies are anticipated to continue growing and will require young people to have a new skill set that is not tackled within the traditional education systems. In order to ensure that these economies are expanding in North Africa and that there is an adequate value chain supporting their growth, Hivos also aims to stimulate the formation of innovation clusters that are feeding these economies with viable business solutions.

The Challenge Fund for a Just Transition programme aims to contribute to climate change mitigation by supporting green Small and Growing Businesses (SGBs) in North Africa and providing sustainable decent jobs for more than 10.000 people in the region's green transition process.

Purpose and Scope

Hivos is seeking a consultant (individual or agency) photographer/videographer to support the Green Works and CFJT Programmes in capturing visual content. The consultant will be responsible for creating compelling photography materials aligned with Hivos' branding guidelines. The content will be used for communication materials, social media, reports, and promotional purposes. Specifically, the consultant will support the programmes' Communication Officer and the Programme Manager in:

- Capturing high-quality photography and videography content that effectively represents the programmes' activities and impact.
- Collaborating with programme teams to understand their communication objectives and translating them into compelling visual concepts.
- Ensuring all visual content aligns with Hivos' branding guidelines and maintains consistency across different platforms and materials.
- Incorporating feedback and making necessary revisions to content based on input from stakeholders and team members.
- Staying up-to-date with photography and videography trends, tools, and techniques to improve the quality and impact of visual communication.
- Managing and organizing photography and videography assets, including raw footage, images, templates, and project files.
- Implementing other visual content-related requests as needed.

Timeline

The assignment will be located in Egypt. The duration of the assignment is 6 months, starting on 1st September 2023 (final details on total number of working days, exact deliverables and budget to be confirmed with the consultant during contracting). It is important to note that consultant will have to be available during the work week during partner working hours for some of the deliverables for example photo and video sessions.

Competencies

The ideal candidate/agency for the videographer/photographer consultancy should possess the following qualifications:

- A strong portfolio showcasing a range of creative and professional videography and photography work.
- Proficiency in videography and photography equipment and software.
- Solid understanding of visual storytelling, composition, lighting, and editing techniques.
- Excellent attention to detail, creativity, and an ability to deliver high-quality content within tight deadlines.
- Good communication skills and the ability to collaborate effectively with programmes' team and stakeholders.
- Fluency in written and oral English and Arabic is a must; French is an asset;
- Experience working with international agencies/NGOs is an asset.

SKILLS & BEHAVIOURAL COMPETENCIES REQUIRED

- Well-organized
- Flexible
- Strong integrity, reliable and sense of accountability
- Positive, team player attitude, and able to work with a diverse team.
- Great with time management and workload management.

How to apply:

We invite interested consultants and/or agencies with the relevant skills, experience and connections to submit the following:

1. An expression of interest demonstrating why you are the right person(s)/agency for this assignment;
2. A Curriculum Vitae for individuals and a track record for agencies that supports your expression of interest;
3. Financial Proposal (in local currency & inclusive of required taxes) with a detailed breakdown of costs
4. At least two reference contacts from past/recent and similar work/assignments
5. A portfolio showcasing a selection of videography and photography projects.

This assignment is commissioned by the Hivos MENA Hub. The communication Officer will be assigned to communicate regularly with the consultant and provide her/him/them with relevant documents and connections to people in Hivos. The consultant will present deliverables to the assigned contact person for feedback and input. Detailed information on deliverables will be discussed during interview stage.

Please apply by **August 22th, 2023**. The above documents need to be submitted in English to Hivos via e-mail to: menaprourement@hivos.org Please write 'Photographer/videographer Consultancy, Egypt' in the subject of your email.

Hivos reserves the right to modify or cancel this vacancy announcement at any time.