

Consultancy Service – Photography and Videography

Type of Contract:	Local Consultancy
Duration:	3 Months (with possible extension)

Background

The Maldivian Red Crescent (MRC) is an independent, voluntary, humanitarian organization, established on the basis of the Maldivian Red Crescent Law [Law 7/2009]. Its primary objective is to provide humanitarian aid, and to prevent and alleviate human suffering. It is the 187th member of the world's largest humanitarian movement — the International Red Cross and Red Crescent Movement — which every year helps millions of people whose lives have been devastated by crises or conflict.

The Maldivian Red Crescent aims to be the nation's leading humanitarian organization, with branches and units spanned all over Maldives. To date it has established 10 Branches and 20 Units spanning all over Maldives. It recruits members and volunteers, implements programmes and delivers services in adherence to the Fundamental Principles of the International Red Cross and Red Crescent Movement – *Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality* – making no discrimination as to nationality, race, sex, religious beliefs, language, class or political opinions.

The MRC has been actively responding to the COVID19 pandemic at national and local levels, catering to the various humanitarian needs of people. One of the most crucial initiatives of the response is the timely dissemination of verified and reliable information that the public can refer to, to help prevent the spread of the disease. As such, the MRC worked with relevant stakeholders to gather, compile, and communicate the relevant information through efforts in Risk Communications and Community Engagement (RCCE). Through this work, material is also translated and made accessible to the many migrants who live in Maldives. Beyond digital engagement, RCCE also ensures a wider access to lifesaving information to people, making Information, Education, and Communication (IEC) materials user-friendly across a diverse audience and reliable. All such communications and advocacy work require documentation of the work being done through videos and photos, and their archiving and maintenance.

In order to reach as many people as possible, across many channels and mediums, the National Society communicates critical information in a variety of ways, ranging from digital media, media appearances, publishing written articles and op-ed pieces, and social mobilization (among others). To facilitate this work, communications materials must be geared towards the target audiences, be inclusive, optimized for the platforms in use, and must be user-friendly, and effective photos and videos play a critical role to enhance visibility so that more people can be reached.

Objective

The photographer/videographer is expected to work as a retainer firm/individual, with the National Society, in the documentation of the MRC's COVID19 response work. The objective of the consultant is to support the ongoing work by being present in the field, to take the necessary photos and videos of MRC's volunteers, members, and staff, and engagement with affected people, and engagement with stakeholders.

The mode of work can be flexible to schedule daily working hours and set deliverables for set times.

Key tasks and deliverables

The Consultant will provide the following technical services, which shall include:

Tasks	Deliverables
Develop Monthly work plan	To develop and implement a monthly work plan in consultation with MRC.
Documentation of MRC COVID19 response work	Document daily COVID19 response work, in collaboration with staff who coordinate the operations. Both photos and videos are to be taken. Optimise photos for various social media platforms' use.
Editing of photos and videos	Daily photos and video soundbites are to be edited in a way that it can be utilized for internal and external communications. Develop videos utilizing existing photos and soundbites. Videos must include voiceovers and subtitles.
Production of testimonial videos	Set number of testimonial videos of volunteers, members, staff, affected people, and stakeholders will be taken over the course of the consultancy, for communications and advocacy work of the National Society. Videos will require translated subtitles, as a minimum standard, in English/Dhivehi, and wherever possible and required, in Bangla, Sinhala, Tamil, Hindi, Telugu, Malayalam, and Nepali. The MRC will support in facilitating translation work.
Maintain archive of produced material	Regular updating and maintenance of the archive of material that is developed and produced.
General support	General photography and videography support towards MRC's communications and advocacy work.

Reporting Line

The consultant will report to the Communications and Advocacy Officer, and will work closely with other relevant technical staff.

Academic Qualification

Diploma/University Degree or equivalent in Marketing, Graphics Designing, Mass Communications or related field (if an individual).

Experience

- At least 3 years of experience working in similar projects
- Experience developing compelling content to generate response from audiences online
- Previous work with MRC or NGO experience in a similar role is highly desirable
- Fluency in English and Dhivehi

Consultancy Service Fee

A Consultancy Service Fee of MVR 32,000/- per month.

Code of Conduct

During the term of consultancy, MRC Code of Conduct has to be signed and thoroughly followed by the consultant.

Application

1. Cover Letter
2. Application must include a CV (if an individual)/ profile (if a company)
3. At-least three samples of past work / portfolios
4. Recommendation letters

Applications, with all required documents and all inquiries regarding this must be emailed with Consultancy title in subject to: info@redcrescent.org.mv.

Deadline: The deadline for application is 02:00 PM on 17th November 2020. Only short-listed candidates will be contacted for interviews.