



CONSULTANCY
EXECUTIVE DIRECTION AND MANAGEMENT (EDM) PROGRAMME

Momentum for Change Initiative

ANNOUNCEMENT NO:	12/CON10/EDM
PUBLICATION/TRANSMISSION DATE:	13 September 2012
DEADLINE FOR APPLICATION:	20 September 2012
CONSULTANCY:	Video Production
DURATION OF CONSULTANCY:	1 October 2012 – 31 December 2012 (3 months)
DUTY STATIONS:	Bonn, Germany and filming worldwide

Background

The United Nations Framework Convention on Climate Change (UNFCCC) is the focus of the international political process to address climate change. The UNFCCC secretariat supports the Convention and its Kyoto Protocol through a range of activities, including substantive and organizational support to meetings of the Parties.

Momentum for Change is a new initiative aiming to create a public platform that raises awareness about concrete mitigation and adaptation actions being implemented by a wide range of stakeholders at regional, national, or local level. The current emphasis of this initiative is on urban areas in the developing countries and is funded by the Bill and Melinda Gates Foundation.

Momentum for Change was launched at the UN Climate Change conference in Durban, South Africa at the end of 2011. In 2012, the secretariat launched a call for climate change mitigation and adaptation activities that have delivered social and environmental benefits to the urban poor in a developing country as part of a cooperative effort between the public and private sector. The deadline for applications was 13 July 2012.

A small number of these activities will be chosen by the Momentum for Change Advisory Panel, as the 2012 Momentum for Change “lighthouse activities”, and will be presented in a series of special events at the UN Climate Change conference in Doha, Qatar from 26 November to 7 December 2012. These and all projects which are considered to have met the basic eligibility criteria will also be displayed on the UNFCCC website and through other media channels.

Scope of work

The UNFCCC secretariat is seeking to find an individual to design, produce, film and edit video documentaries and clips, in up to 10 different developing country locations which celebrate the lighthouse activities and illustrate the positive results these activities have achieved in both taking action against climate change and benefitting the urban poor. The videos should also promote the Momentum for Change initiative by explaining the key concepts, that is, that momentum and change are taking place in many different places on many different levels, underpinning it to a variety of audiences, including governments, international development agencies, civil society and the public at large.

General provision

The successful individual will be required to design and produce the items listed under the deliverables section and execute the following activities:

- Developing a script, with guidance from the UNFCCC secretariat;
- Filming of relevant footage, as appropriate;
- Recording and/or procuring of musical scores and video footage, including the securing and financing of copyrights for the minimum of one year;
- Sound-mixing, editing and other necessary post-production operations;
- Sub-contracting local film crews and other services, as deemed appropriate;

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- Acquiring film permits for each location;
- Providing rough cuts to the UNFCCC secretariat.

The UNFCCC secretariat will:

- Provide briefings and guidance on the development of the script for videos;
- Approve the final script before production starts;
- Assist in identifying characters, locations and resource people for interviews;
- Approve the final cut of the film.

Deliverables

The successful individual will deliver the master of the following, in mini DV (pal standard) and DVD (multi region) in the highest available quality of the equipment being used:

- 1 x 8-10 minute video compiling and showcasing the 2012 Momentum for Change lighthouse activities (Most of this video should be in English, subtitles to be provided when not);
- 5-10 x 20-25 second vignettes, for Public Service Announcements (PSA) showcasing each of the Momentum for Change lighthouse activities (in English);
- 1 x 45 second teaser video showcasing the Momentum for Change lighthouse activities (in English);
- 2 x 1 minute teaser videos showcasing new pillars of the Momentum for Change initiative, possibly using existing video footage/material) (in English).

All products will be the property of the UNFCCC, a copy of all rushes produced in the filming are to be labelled appropriately and provided to the UNFCCC on an external device.

Milestone	To be delivered by
1. (a) Producer and UNFCCC to agree on design, storyboard, narrative/script and design	1st week of October
(b) Producer to start filming	2 nd week of October
2. Producer to provide first cuts for UNFCCC review	31 October
3. Producer to provide all end products as specified above	As soon as possible but no later than 21 November

Requirements and qualifications

- Minimum five years of expertise in video production, preferably in climate change, environment or related field;
- Demonstrated project management skills;
- Experience in managing cross-regional projects, especially video productions is highly desirable;
- Proven technical capabilities in the field of film production, including access to relevant high quality technical equipment necessary for film production;
- Demonstrated proficiency in English-language and good writing skills are required;
- Familiarity with climate change issues is an asset;
- Previous work experience within an international context is an asset;
- Knowledge of other UN languages is an asset.

To apply

Please note: All applications should include a cover letter with a detailed timeline inclusive of the above milestones and other key tasks related to pre-production, production and post-production of each the deliverable. Applicants should also provide links to samples of relevant pieces of recently completed work.

Candidates whose qualifications and experience match the requirements for this consultancy should use the on-line application system available at <http://unfccc.int/secretariat/employment/recruitment>.

We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the final outcome of the selection process.