



United Nations Children's Fund (UNICEF) in occupied Palestinian territory (oPt) is seeking professional video company / ies to document the situation of children and women in oPt.

I. Terms of reference for videography company

The consultant will provide videography services in support of UNICEF's advocacy and programme communication activities.

1. Develop multi-media source material under tight deadlines:
 - o Shoot video footage to fulfill each assignment's criteria and objectives and conduct recorded interviews as per UNICEF guidance;
 - o Edit video files in consultation with UNICEF and produce shot list in English;
 - o In some cases, carry out final edits to produce final clips in required format(s);
 - o Ability to transmit source material to receivers via file transfer protocol (FTP) or satellite feed;
2. Develop a thorough understanding of the Guidelines on Ethical Reporting on children as well as thorough understanding of the organization; learn and apply required video industry standards for format, style, messaging, etc. as required.

II. Qualifications:

More than five years experience in video documentation and productions preferably experience in working with UN agencies;
Ability to work with children; and
Ability to work under pressure and meet tight deadlines.

III. Submission of proposals:

Submitted proposal should include:

- a. background and experience of videography company (years of experience, number of staff; number of professional staff members; CVs of editors; producers and location of offices);
- b. indicate ability to transmit files via file transfer protocol (FTP) or satellite feed;
- c. ability to work in West Bank and Gaza;
- d. provide itemized cost:
 - Editor and editing unit;
 - cameraperson and use of camera;
 - sound person;
 - transport;
 - cost of tapes/ DVDs;
 - Editing sessions should include dubbing, transcription and translation. Should also specify the duration in hours for shooting in the field and each editing session.

Interested companies should submit their proposal by 10 October 2009 and addressed to the following with reference to **"oPt Videography companies"** :

Chief of Operations UNICEF OPT, Beit Hanina, Jerusalem
Email: jerusalemhrvacancies@UNICEF.org

Applications which do not meet the specified minimum requirements or are received after the closing date will not be entertained.

Telephone inquires will not be entertained