



Terms of Reference

To Produce the Video Documentary to Account for the 10 Years of Operation for the Tanzania Human Rights Defenders' Coalition

Publication date: 13th of October 2021.

1.1 Introduction

The Tanzania Human Rights Defenders Coalition (THRDC) is a non-governmental, non-partisan and human rights organization formed by human rights focused organizations purposely to protect and promote the rights of human rights defenders in Tanzania. Strategically the Coalition employs various mechanisms to ensure the HRDs' working environment is secured for their smooth operations in Tanzania. THRDC is composed of organizational members with its representation both from Mainland and Zanzibar who are all human rights defenders (HRDs) in Tanzania. THRDC has, through its members, a national representation. Also, through designated zonal coordinating units (ZCUs) in eleven geographical zones, THRDC ensures that HRDs' protection is cascaded down to grassroot level and strives to ascertain timely and effective- protection provision to HRDs in need.

1.2 About the Assignment

THRDC has been operational for 10 years and has had two strategic plans implementation phases. The first strategic plan (SP) was operational for 5 years (2013-2017). The second and current SP covering a five years' period (2018-2022) was adopted in 2018. The Coalition has conducted various interventions with significant impacts to HRDs and the public which requires unpacking to reveal the same to the public in various mechanisms including through video documentaries and the booklets. Therefore, *THRDC is looking for a competent consultant who will work with the Secretariat to produce a documentary film on the THRDC's interventions, best practices, achievements, and the real impacts on the ground for the ten Coalition's operational years.* The

Consultant will buy-in key information from the expected to start 10 years Coalition's operations evaluation.

2. Assignment Objective

2.1 Main Objective

The overall objective of the assignment is to produce video documentaries highlighting the best practices, achievements, and the real impacts of the Coalition's intervention for the past 10 years.

2.1 Specific Tasks

Under the direct supervision from the Coalition's Secretariat the successful candidate will be required to do the following:

- a. To develop the documentary film's overall concept and scenario
- b. To interview selected participants for the film who will include direct and indirect beneficiaries (HRDs)
- c. To visit the selected Coalition's representative zonal units for success stories and testimonies
- d. To develop the documentary script and storyboard to be used in the film.
- e. To perform appropriate video filming and shoot interviews with the beneficiaries and stakeholders.
- f. To present a draft documentary to the Secretariat for comments on the contents.
- g. To produce one final documentary film in DVD of 60 minutes long

3. Assignment Deliverables

In the process of delivering the assignment the Consultant will:

- a. Produce a storyboard and script for the documentary to Secretariat for approval before filming.
- b. Present draft documentary to the Secretariat at the end of the field mission for comments and approval.
- c. Produce an edited video recording of the scenarios captured, and the footage of the recorded stories.

- d. Present a complete 60 minute documentary film version, and hand over 2 master copies of each version to the Secretariat.

4. Required Qualifications and Experience

The successful candidate will be required to have the following:

- a. More than 5 years experience working in a similar field, i.e documentary production.
- b. Extensive experience in producing development work related documents for publication and documentaries with the aim of reaching both local and international audiences
- c. Local knowledge of the Tanzania HRDs operations
- d. Excellent technical capacities to ensure smooth and high-quality production.
- e. Experience in development communication

5. Duration of the Assignment

The assignment is expected to take 60 working days from the date of signing the contract.

6. Application Modality

Interested consultants/firms must submit the following documents:

i. Technical proposal which must include the following:

- a) Proposed program and methodology to be used in carrying out the assignment.
- b) Assignment requirements understanding and the execution plan
- c) Consultants experience delivering a similar work.

ii. Financial proposal

The Consultant shall present a budget specified for the different components of the assignment as well as for the different staff categories. All costs shall be stated in TZS /USD.

iii. Current CV, maximum of 3 pages

The consultant shall specify the qualifications of each team member and attach their individual curriculum vitae (including name, address, education, professional experience). Reference persons (with telephone numbers and e-mail addresses) should be stated.

7. Submission

Submission shall be by way of soft copies via info@thrdc.or.tz or physically with the heading on the subject line “**Coalition’s ten years operations documentary production**”

The National Coordinator,

Tanzania Human Rights Defenders Coalition,

P. O BOX 105926, Dar es Salaam.

Please note that only shortlisted candidates will be contacted for further procedures.

The deadline for applications is *on 29th of October 2021 at 17:00hrs.*

NB: Tanzania Human Rights Defenders Coalition is a free and fair entity, and therefore encourages all qualified candidates to apply. **Women are highly encouraged to apply for this opportunity.**