

Terms of reference *Production House*

“P-VAWG Preventing Violence against Women and Girls in Lebanon” Project

National Commission for Lebanese Women (NCLW)

About NCLW

The National Commission for Lebanese Women (NCLW) is an official body established in 1998 by law 720, and is directly affiliated to the presidency of the Council of ministers. As a National Women Machinery, NCLW works on enhancing the status of women and ensuring equal opportunities between men and women. NCLW acts as the consultative body of the government and national councils and institutions on all issues related to women's status, including gender-based issues.

Brief description of the project

NCLW is implementing the “P-VAWG Preventing Violence against Women and Girls in Lebanon” project in partnership with GIZ.

The project entails 3 components:

- Data Collection on GBV and SGBV.
- Strengthening NCLW’s coordinative role as to GBV in Lebanon.
- Improving the performance of Social Workers at SDCs to enhance their capacities in dealing with GBV cases.

Consultancy Purpose

The selected production house/videographer will produce 1 video on NCLW coordinating mechanism.

Key Responsibilities

- Providing a detailed work plan including the filming locations and schedule and scripts in Arabic and English.
- Producing 1 video to shed light on the National Commission for Lebanese Women (NCLW) coordinative role, particularly on preventing and protecting women and girls from sexual and gender-based violence. The video needs to be captioned in English.
- Attending meetings with the Project Manager and the Communication Visibility Officer to get introduced to the project and the purpose of the video.
- Ensuring the editing and montage of the videos.
- Coordinating all facets of video production including brainstorming of ideas, planning, filming, coordinating scenes and actors, and production and post-production editing in different formats for TVC, WhatsApp, and social media platforms.
- Updating the project manager regularly on the work progress including any challenges and/or recommendations.

Key Competencies

The company must meet the following qualifications:

- Advanced experience in Production, Communication, Visual Arts, Social Sciences, or related field with knowledge in development, gender issues, GBV and SGBV issues, and human rights.
- Minimum 5–6 years experience in TVC and Radio commercial production and communication.
- Experience/knowledge in human rights Campaigns and familiarity with human rights and GBV-related resources and material is an asset.
- Excellent coordination and planning skills.
- Excellent written and spoken communication skills in Arabic and English.
- Knowledge in Public Machineries and INGOs/UN mandate and work is an asset.

**Application &
Submission Guideline**

Interested candidates for this position should send their CV to info@nclw.gov.lb and include the job title mentioned above in the email subject by **28 August 2022** along with:

- A portfolio with samples of previous relevant work (including graphics/visuals/illustrations/animations preferably related to Human Rights and Gender).
- Financial offer.
- A confirmation of legal / tax company registration.

Applications received after the closing date will not be considered. Only shortlisted candidates will be contacted.