



### **Call For CVs**

#### **Open To External Candidates**

Position Title	: <b>Photographer and Visual Trainer</b>
Duty Station	: <b>Khartoum, Sudan</b>
Type of Appointment	: <b>Consultancy</b>
Estimated Start Date	: <b>As soon as possible</b>
Closing Date	: <b>October 20<sup>th</sup> 2017</b>
Reference Code	: <b>CFCV2017/01(N)</b>

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive environment. External candidates are eligible to apply to this vacancy.

#### ***Context:***

Sudan has been an Observer State of IOM since 1993, becoming a full member of IOM in 1998. In September 19th 2016 at a High-Level Meeting on Refugees and Migrants, upon a formal signature Agreement between UN Secretary General Ban-Ki Moon and IOM Director General William Lacy Swing IOM became a related Migration Agency of the United Nations System. IOM Sudan opened an office in Khartoum in 2000, with activities focused on resettlement of refugees in collaboration with UNHCR. In 2002, IOM Sudan extended its activities to include direct assistance to Internally Displaced Persons (IDPs) and preparation for IDP return and reintegration. Since 2004, IOM's activities have increased to include: displacement and returnee tracking and monitoring, vulnerability assessments: community stabilization; durable solutions for IDPs in areas of high return; assistance to Sudanese migrants stranded abroad; assisted voluntary return and reintegration of Sudanese migrants; and specific assistance for the return of highly qualified Sudanese to contribute to the development of their country. Additionally, IOM services now cover the area of migration information, research, data collection and assisting in the development of national capacities in migration management, including in the regional and international context. IOM Sudan currently has six field offices in: South Kordofan, West Kordofan, Abyei Area, North Darfur, South Darfur and West Darfur.

#### ***Rationale of the Assignment***

In order to comprehensively collect and showcase ongoing programmes implemented by IOM; IOM is seeking a Photographer/ Consultant to produce images and provide basic training guidance to relevant IOM staff on producing high quality photographs to contribute to the Organization's visual archive to be used in various online and offline publications.

IOM is currently implementing a variety of humanitarian assistance and development programmes requiring the creation of a Media Library to store best practices, lessons learned and specific



interaction between IOM staff and the beneficiaries of various programmes. The Media library will facilitate the production of project visibility materials such as donor reports, factsheets, posters, notebooks, human interest stories and other communication/ visibility materials.

Under the direct supervision of the Communication and Knowledge Management Officer the Consultant will undertake tasks related to the production of images as specified under the contract deliverables, as well as capacity building of relevant IOM staff in the production of high quality images.

***Core Functions / Responsibilities:***

**Scope of Assignment**

- Submission of a plan for capacity building of IOM staff on basic methodology and guidance for taking high quality photos (setting the scene, obtaining consent, camera angles and lighting).
- Compiling design layout and production of electronic and software version (in pdf format) images ready for printing.
- Establishing a photo archive consisting of high quality/ resolution photos to be used by IOM for various purposes (print and online).
- Compiling, designing layout and framing of a collection of photos to be used as an in-house gallery throughout IOM. For this particular part, cost of photos' framing will be paid separately and upon delivery of service.
- Photographs must include a brief caption with description of location, date and an explanation of the contents and context of the photo. Where possible, include a story or quote of the beneficiaries or photo subjects.
- IOM will conduct a photo review to ascertain the quality of the images and that all images meet IOM's global standards on both quality and message.

**DELIVERABLES**

**A. Media Library**

1. 10 images (per activity) showcasing IOM Sudan's programmes including but not limited to Displacement Tracking Matrix activities, Emergency Health activities and Water, Sanitation and Hygiene activities (WASH), Emergency Shelter and Non Food Items.
2. (ES/NFI), Resettlement of Refugees services, Migrant Resource and Response Center activities; as well as Transition and Recovery Unit activities.
3. A minimum of 40 publishable photographs in each project location reflecting various human/ beneficiary IOM related activity.
4. A minimum of 8 photographs of general scenery (land scape) from all locations visited (e.g. sun set/rise, rivers, mountains, fields, plains etc.
5. Additional photographs such as IOM supported buildings and construction services (at least 8 photographs)



## B. PHOTOGRAPHY TRAINING

**The Consultant must provide detailed introductory level guidance to relevant IOM staff members that will participate on the training:**

### 1. Full operation of a digital camera:

- To include navigation of all setting options available and their definitions;
- Maximizing on resolution;
- Exposure and contrast requirements;
- Transfer of photos from camera to PC while maintaining high resolution.

### 2. Photographic Content:

- Composition and framing;
- Lighting and exposure;
- Advantages of simplicity in composition;
- Creating meaning through photographs;
- Ethical and consent requirements to photograph beneficiaries;
- IOM photography guidelines (including visibility requirements);
- Dos and Don'ts of content (with several examples of images showing best practices and what to avoid).

**Please note:** The sessions must be designed for varied capacities and levels of the participants.

### Training Deliverables

- A one-page proposal for the agenda of the training sessions
- Detailed outline of topics to be delivered
- Proposed hands on practical activities that will be conducted
- Training participants Pre and Post Evaluation Form
- Report on the training that includes observations and recommendations not less than 250 words.
- To lead the discussion and encourage participants to speak about their own experiences;

### Required Qualifications and Experience

- 5 to 7 years of relevant photography work experience;
- Experience photographing development, humanitarian and emergency work;
- A portfolio of previous work for examination prior to candidate selection process;
- Previous photography training facilitation experience.

### Language:

- Fluent in English and Arabic.



**Please submit the following documents:**

- Profile indicating all past experience from similar projects, as well as the contact details (email and telephone number) of at least two (2) professional references;
- 10 relevant proven samples of your photography taken within the last year.
- Any other document deemed relevant to this consultancy service.
- All the photographs must be submitted and approved by 20 November 2017.

**Please Note:**

- The agreement will not commit IOM to pay a daily/retainer fee and payment will only be made upon submission of deliverables.
- The Consultant will use her/his own laptop, camera, photo editing software and related devices.
- The Consultant will be required to deliver all materials for review 7 days after returning from the field visits.

All the photographs must be submitted and approved by 30th November 2017.

***How to apply:***

Interested candidates are invited to submit their applications via email: [sudanhrdept@iom.int](mailto:sudanhrdept@iom.int), by October 20<sup>th</sup> 2017 at the latest, referring to this advertisement.

***Only shortlisted candidates will be contacted.***

***Posting period:***

[From 10.10.2017 to 20.10.2017](#)