

Terms of Reference

Video Editing to support the Communication Department

1. PRESENTATION OF PREMIERE URGENCE INTERNATIONALE

1.1. OUR GLOBAL MISSION

Première Urgence Internationale is a not-for-profit, apolitical and secular international solidarity non-governmental organisation whose aim is to defend fundamental and basic human rights, as defined in the Universal Declaration of Human Rights in 1948. Our aim is to provide a rapid global response to the basic needs of populations and communities affected by humanitarian crises, to help them regain independence and dignity. Our teams are mobilised to meet the fundamental needs of civilian victims who are endangered, marginalised or excluded by the effects of natural disasters, wars, or economic collapse. We work in complementary fields such as **health, food security, nutrition, infrastructure renovation and construction, access to water, hygiene and sanitation, economic recovery, education and protection**.

Première Urgence Internationale's strategy is to develop an integrated approach of crisis management based on our technical, medical and non-medical expertise. Première Urgence Internationale's activities span **from emergency to post-crisis/development** support and our programs are designed and developed in strong partnership with national/regional authorities, communities and the civil society.

1.2. OUR VALUES

Première Urgence Internationale works in the field of international solidarity. Bringing a close attention to those who do not have access to humanitarian aid, Première Urgence Internationale provides them with aid regarding the following principles:

Humanity, Impartiality, Independence, Accountability, Adaptability, Transparency, Cooperation and Partnership, Involvement, Dialogue, Initiative and Trust.

2. CONTEXT OF INTERVENTION IN LEBANON

2.1. HUMANITARIAN CONTEXT OF LEBANON

Since 2011, the Syrian crisis has displaced millions of people outside and inside the country. According to the UNHCR, over 6 million Syrians fled out to bordering countries. **Lebanon has taken in over a million Syrian refugees.** More than half are living in extreme poverty and over three quarters are below the poverty line, with less than 4 dollars a day. The country is also hosting around 300.000 Palestinian refugees. Since the beginning of the Syrian crisis, the Lebanese population has grown up to 25%. This situation puts **extra pressure on a country with limited resources** and stresses a major pressure on Lebanese facilities, already weakened by a long-lasting internal crisis.

In October 2019, Lebanon witnessed **an unprecedented popular uprising**, in protest against worsening living conditions and provoked by an economic crisis that was worse than the civil war. At the end of 2019, the financial crisis left 40% of the population unemployed and threatened to push 50% below the poverty line, hitting refugees and vulnerable Lebanese populations hard.

The year 2020 worsened again the situation for vulnerable families living in Lebanon: the COVID-19 pandemic stroke even harder the health system and increased the vulnerability of thousands of people. Moreover, on the 4th of August, 2020, the industrial blast that blew Beirut's harbour damaged once more the health infrastructures, and left around 300,000 people with their homes destroyed.

2.2. OUR PROGRAMMING IN LEBANON

Première Urgence Internationale is present in Lebanon since 1996. The mission responds to the needs emerging from the protracted humanitarian crisis and chronic underdevelopment, with a diverse panel of activities **ranging from emergency response to recovery**, including, shelter, food security, health, water, hygiene, protection, livelihoods and rehabilitation sectors.

Première Urgence Internationale has been developing an integrated approach with Syrian and Palestinian refugees, and with the host population. The mission also supports Palestinian refugees from Syria, who are often forgotten when it comes to international aid. The aim is **to reduce tensions between communities** and to bring aid to vulnerable local populations affected by the massive influx of refugees. The teams are also setting up programmes with a strong emphasis on community, focussing on protection, health, food security, and building and reconstructing housing.

In the health sector, Première Urgence Internationale's objective is to contribute to **reducing economic barriers**, and to open up access to health again for all the vulnerable people living in Lebanon. The NGO

has been striving to ensure access to primary health care by implementing a unique one-off pricing system (3000 Lebanese pounds), called the *Flat Fee Model*. Health centres are also given financial support with the NGO reimbursing care costs. At the same time, Première Urgence Internationale is keeping people informed about their rights and about how the health system works. This project is paying particular attention to social cohesion between host populations and displaced groups, as the *Flat Fee Model* is accessible to everyone.

In the framework of these activities on the field, **Première Urgence Internationale is looking for an experienced Photographer, Videographer and Video Editor** to showcase the ongoing programs. Pictures, Videos and testimonies collected and/or edited by the Videographer will enable the organization to successfully keep implementing these activities.

3. THE VIDEO REPORTS

3.1. OBJECTIVES

As of November 2020, the humanitarian situation in Lebanon is worrying and needs more visibility.

The objective of these pictures and video reports is to collect visual representations and testimonies of the humanitarian reality, in order to allow Première Urgence Internationale **to draw the wide public attention** on the situation of Lebanon's inhabitants.

Another objective is **to show the ongoing activities and work** of Première Urgence Internationale's teams, as well as to its partners and donors. It is an important way for the NGO to be always more transparent and give more credibility to its actions, in the eyes of those who support it, as well as in the eyes of beneficiaries of the aid activities.

3.2. CONTENT AND EXPECTATIONS

Video reports for different projects aim to **reflect the humanitarian situation and tell individual stories**.

In the appreciation of the Photographer/Videographer/Video Editor, the pictures and video reports should ideally document:

- The work of Première Urgence Internationale's teams;
- The participation of the beneficiaries in the implemented activities;
- The outputs of the projects and implemented activities;
- Première Urgence Internationale staff

The pictures and video reports should also feature multiple displays of **visibility**, both of the NGO and of its donors and partners (field staff jackets with the logo, banners/posters with the logo...)

All content will have to be compliant to legal rights, and all the people photographed by the Videographer should have given their **informed consent to be featured in these videos**. More generally, the photography and videography services shall be in line with, and respect, Première Urgence Internationale's humanitarian values and mandate as mentioned above.

4. DELIVERABLES

- ✓ At least **seven 3-minute Video Reports (videography when needed only, video editing is needed for all 7 video reports)**.
- ✓ A framework agreement will be signed between PUI and the awarded candidate.
- ✓ Headlines and captions/subtitles for each video
- ✓ Music to be added to the video when needed
- ✓ At the time the request for editing is sent to the Videographer/Video Editor, the latter should submit the first draft of the edited video within 5-7 business days. Lead-time should be initiated as soon as the request is sent, while maintaining flexibility throughout the production process in case of additional feedback or request.

5. DESIRED PROFILE

- Strong experience in Video Editing and Videography
- Strong experience in Photography
- Lebanese national or Lebanese resident
- Ability to understand and integrate the local environment into operations, in its political, economic and historical dimensions
- Strong and objective interest in Lebanon's current issues and for the humanitarian aid
- Experience of work with NGOs/UN agencies is a strong asset
- Ability to work independently
- High degree of integrity and professional responsibility
- Flexibility in time availability and willingness to maintain regular follow up with PUI Communication Officer during the editing phase to maintain the intended concept
- Ability to contribute creatively to the flow and structure of the video report

The Photographer/Videographer/Video Editor will be directly placed under the responsibilities of Première Urgence Internationale's Head of Mission in Lebanon. She/he will have to respect the security rules of the organisation and is expected to comply with the requested rules for his/her own safety.

The Videographer/Video Editor will attend a briefing on Première Urgence Internationale's activities and security rules before the start of the videography assignment in the field.

6. NECESSARY MEANS

Provided by Première Urgence Internationale:

- Transportation in Lebanon during the assignment (departure: Beirut)

Videographer/Video Editor's responsibility:

- Laptop and videography equipment (including all software needed for the video editing)
- Transportation to Beirut (if necessary)

7. REQUIRED DOCUMENTS

- **Technical and financial detailed offer:** quotation with the details of the proposed services: requested amount for video editing only and request amount for photography, videography AND video editing.
Financial offer to be signed and stamped mentioning the offer validity, payment terms and the starting date
- **CV + Legal documents** (ID, MOF number)
- **Sample of 3-minute video** completed over the last 5 years
- **Sample of 10 professional and relevant pictures** taken over the last 5 years
- Deadline of the proposal submission: **April 15th, 2024**