

Podcast Consultant / Producer

Terms of Reference

Background

About Save the Children

Save the Children is the leading global independent organization for children. Save the Children believes every child deserves a future. Around the world, we work every day to give children a healthy start in life, the opportunity to learn and protection from harm. When crisis strikes, and children are most vulnerable, we are always among the first to respond. We ensure children's unique needs are met and their voices are heard. We deliver lasting results for millions of children, including those hardest to reach.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share.

Our vision: A world in which every child attains the right to survival, protection, development and participation.

Our mission: To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Our values: Accountability, ambition, collaboration, creativity, and integrity. We are committed to ensuring our resources are used as efficiently as possible, in order to focus them on achieving maximum impact for children.

About INMAA

“Sustainable Social Protection and Livelihood Solutions for Severely Vulnerable Households in Lebanon” is a European Union funded project implemented by INMAA consortium, composed of four partners (LOST, Akkarouna, Plan International and Save the Children - Lead) aimed at ensuring severely vulnerable households in Lebanon are more self-reliant and less dependent on social assistance. This is achieved through social protection; Livelihoods promotion; Financial inclusion and social empowerment.

Context

In context of the project “Sustainable Social Protection and Livelihood Solutions for Severely Vulnerable Households in Lebanon”, implemented by INMAA consortium, it is planned to develop a **Youth podcast** that would allow young girls and boys who participated in the project to discuss and share their views on topics that were the most raised throughout the project.

Objective

The aim of this activity is to empower young girls and boys to become more expressive about issues that matter to them by training them on public speaking and podcast facilitation in addition to creating a safe space for them to share and discuss their ideas.

This activity will support in the advocacy efforts carried out throughout the project to highlight youth related interest, challenges, and barriers.

Required Skills and Experience

Experience:

- A minimum of 5 years of progressively responsible radio experience, including research, writing, broadcasting, and studio work
- Extensive experience of Radio Broadcast Journalism, Political awareness, Judgement, Knowledge of international current affairs;
- Strong knowledge of the humanitarian context in Lebanon;
- Knowledge of digital technology and multimedia platforms;
- Strong research and analytical skill;
- Experience in Written and on- air presentation experience;
- Experience in producing, writing, and voicing programs/ report;
- Experience in posting audio to the web;
- Ability to produce a complete podcast package.
- Ability to travel between governorates and be available for in-person meetings and trainings.

The selected consultant will be supported and guided by SCI PAC team focal Person.

Expected Deliverables

The selected consultant will be expected to deliver the following:

Deliverable number	Deliverable	Description
1	One-day training	Development and delivery of a one-day training for 2 groups of young girls and boys (total of 2 days) on public speaking and podcast facilitation. <i>Training venue and arrangements to be covered by SCI.</i>
2	Podcast package	Development of a podcast package including the podcast concept and format, including inputting into the visual identity of the podcast.
3	Coaching sessions	Conduct up to 4 sessions of group coaching sessions with young boys and girls, with the support of SCI team, to better prepare to participate in the podcasts.
4	Podcast production	<p>Produce 4 podcast episodes as follows:</p> <ul style="list-style-type: none"> - 15 mins / episode - 4 young girls and boys to participate in each interview. - Each episode will cover a specific topic that will be co-developed between SCI and the consultant. <p>This would include:</p> <ul style="list-style-type: none"> - Securing and booking a venue/studio suitable for digital mixing, editing and recording. - Production of final draft/broadcast-ready podcasts with 2 rounds of feedback from SCI teams. - In collaboration with SCI media and communications teams, pitch podcasts to broadcasting organizations; - Contribute ideas to programme planning and promotional efforts.

Expected Timeline

Deliverable	Deadline
Training (2 days)	May 1 st - 5
Podcast package	May 8
Coaching sessions	May 15 - 19
Podcast recording	May 22 - 26
Submission of the 1 st drafts of 4 episodes	June 9
Submission of final drafts	June 19
Publishing	Starting June 20