



Changing the world through Education



This project is funded by EU

TERMS OF REFERENCE

CONSULTANT TO DEVELOP VIDEO TO ILLUSTRATE FOR SUPPLEMENTAL BILINGUAL EDUCATION MATERIALS

Project “Promoting inclusive and relevant early childhood care and education for ethnic minority and disadvantaged children in Vietnam” – funded by EU

I. BACKGROUND

Aide et Action International (AEA) is an international NGO, started working in Vietnam since 2003 to support the development of sustainable education projects with our belief in the universal right to a quality education. The approaches of AEA in Vietnam focus on early transformation during two time periods which are most critical in a child’s schooling, Early Childhood Care and Education (ECCE) to basic education. Over 10 years of experiences along with local communities, partner organizations, and governments, AEA has implemented a number of projects in various locations.

The Consultative Institute for Socio-Economic Development of Rural and Mountainous Areas (CISDOMA) is a Vietnamese NGO established in 2000. Since its establishment, CISDOMA has carried out various intervention projects both at grassroots level and central level, researches and surveys on the topics relating to sustainable agriculture, climate change Adaptive Livelihoods, Disaster Risk Reduction, Value Chain, and Community Education and development.

II. RATIONALE

Aide et Action and CISDOMA are now co-implementing the project “Promoting inclusive and relevant early childhood care and education for ethnic minority and disadvantaged children in Vietnam” - funded by EU - with the aim to **increase access to high quality, relevant pre-school and early primary education for ethnic minority children** living in 3 communes of Tam Duong district in Lai Chau Province (Ta Leng, Nung Nang, Khun Ha) **through enhanced teaching pedagogies, participation of parents, and well-informed policymakers.**

Under the framework of the project, a package of Supplemental Bilingual Education Materials (SBEM) will be developed with support of local authorities to incorporate into pre-

school and early primary classes (Grades 1-3) with specific topics including gender equality, life skills, personal safety, children's rights, local culture and customs. This will enable children to learn in their mother tongues about issues relevant to them, reduce language barriers and improve their learning Vietnamese language in the school. In order to the materials is used effectively, visualization of the contents of the materials by relevant audio and video is very essential.

III. OBJECTIVE

The consultant will help to develop audio and video for illustration of supplemental bilingual education materials based on the contents of the materials, which were collective intellectual products of an editing/compiling team including educational experts from Vietnam Institute of Education Services (VNIES), local teachers and local community elites/representatives.

IV. SCOPE OF WORK

1. The consultant will familiarize her/himself with the project's proposal and other documents relevant to the project.
2. The consultant will work closely with project team and the editing/compiling team led by the consultant experts from VNIES
3. The consultant will discuss and get approval from Project Steering Board (PSB)/Project Implementation Board (PIT) and the editing team leader on the proposed audio and video ideas.
4. The consultant will develop relevant video based on the approval of PSB and PIT. The video must vividly reflect the true content(s) of each written story in the materials through the reading voice in Mong language, the subtitle in Vietnamese and supported by background music and sound effects which are fitted to target audience as children in pre-school and early primary classes (grade 1-3). Beside that the video must have the clear images, harmonized with local Mong culture and custom, and compliant to the project expected outputs and donor requirements.
5. The consultant will discuss with the project team and have the video modified (if any) and finalized after having it tested to familiarize with the project target beneficiaries and community
6. The consultant will ensure the copy right of the video after having integrated into the materials shall be the copy right of this project

V. DELIVERABLES

The specific outputs will be:

- a) A package of 5 videos which fully illustrates the content of 5 topics in SBEM including:
 - gender equality
 - life skills
 - personal safety
 - children's right
 - local culture and customs
- b) A written document from the consultant to ensure no violation of copy rights of the video

VI. CONSULTANT REQUIREMENTS

The consultant should preferably have:

- a) ability to develop graphic images, video and trailer
- b) being creative, technical handling make good video, eye-catching fun for kids
- c) fluency software edit video clips and photos
- d) understanding the concepts of topics in SBEM
- e) at least 2 years of experience in developing video, especially for education projects for ethnic minority people
- f) understanding on the culture, custom and practice of Mong tribe and Tam Duong district, Lai Chau province

VII. DURATION AND TIMING

The consultant is expected to start the service as soon as possible and complete the task within 3 weeks with agreed detail schedule.

VIII. MANAGEMENT OF THE ASSIGNMENT

The contract will be signed in accordance with AEA regulations and guidelines for the contracting of consultant. The assignment will be directly managed by the Project Officer and Communication Officer in the planning, picture developing and finalizing the task assigned.

IX. PROPOSAL CONTENTS

Interested candidates must submit the following documents:

1. Expression of interest

2. Curriculum Vitae
3. 3 relevant samples of previous work

Interested candidates are invited to contact Ms. Nguyen Thu Trang (trang.nguyen@aide-et-action.org) for additional details about the assignment. Please indicate clearly in your application subject: “Consultant to develop video of SBEM”. Full proposal should be submitted electronically no later than 12nd September 2016 to the contact email address: info-vietnam@aide-et-action.org. Please note that only the selected consultant is contacted.