

## GENERAL INFORMATION

**Title of Consultancy:** Investigative Journalism Editor & Mentor

**Application Closing Date:** 08/12/2024

**Consultancy Start and End Date:** 11/12/2024 until 30/03/2025

**Location of Consultancy:** remote

## BACKGROUND

Transparency International (TI) is the global civil society organisation leading the fight against corruption. Through more than 100 chapters worldwide and an international secretariat in Berlin, Germany, TI raises awareness of the damaging effects of corruption and works with partners in government, business and civil society to develop and implement effective measures to tackle it.

The Transparency International Secretariat (TI-S) in Berlin is seeking a highly skilled professional with experience working in investigative journalism. The central function of the role is to mentor and support a select group of investigative journalists who are working to publish a series of articles related to exposing corruption, its impact on people's lives and the pursuit of holding power to account. Leadership qualities and a demonstrated interest and understanding of anti-corruption work is essential for this role.

## OBJECTIVES

- Provide mentorship and editorial guidance to a small group of journalists who are receiving a series of small to medium sized grants aimed at reporting on corruption and its impact on people's lives
- Ensure the corruption angle of the investigations is thorough, precise and outcome driven
- Depending on the topic being investigated, support the journalist by suggesting a group of related stakeholders to be interviewed to enhance the reporting
- Work directly with the journalists to provide risk assessment and a risk mitigation plan for their person safety
- Where needed, work with the journalists directly to secure an appropriate publishing partner
- Provide access to international media outlets or where more appropriate, local media
- Upon request by the journalist, facilitate the working relationship with the journalist and media outlet
- Facilitate professional fact checking and libel check with the journalist and related media outlet
- Participate in online preparation meetings with the TI team to be briefed on the programme plans, objectives, related risks, the thematic focus, challenges and opportunities
- Provide updates to the TI team managing the grant process directly with the journalists
- Ensure the investigations are published in a timely manner
- Work with the TI team to create social media cards
- Develop a plan with the group of journalists to capture related impact in the post publishing phase
- Capture lessons learned to advance the programme for the next round of grants

## EXPECTED DELIVERABLES AND TIMELINE

- Provide direct mentoring to the select group of journalists (we anticipate a minimum of 3 journalists and a maximum 8 journalists)
- Provide advice and guidance on the investigation at large, and support the journalist throughout field-work and editorial stages or as agreed otherwise with the publisher
- Plan the publishing of each piece together with the journalist (or as agreed with the publisher)
- Design a timeline and schedule of work together with TI
- Work with the related webmaster to publish the pieces as advised by TI

All presentations should be submitted in English, in electronic form, in accordance with the deadlines stipulated above. The Consultant is responsible for editing and quality control of

language. The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables.

## **SELECTION CRITERIA**

The Consultant should have several of the following qualifications:

- Proven experience working in the media, in a professional editorial role, or experience directly in the field of investigative journalism
- An understanding of anti-corruption work
- Be available from mid-December through March (planning precise availability can be done together with the TI team)
- The ability to meet deadlines and facilitate reporting and investigation outcomes
- Ideally, experience with and access to international media outlets
- Ability to work in a multicultural environment and with journalists from all around the world and in different time zones
- Editorial skills (print, audio and multimedia)
- Excellent English writing skills

## **REMUNERATION AND COSTS**

The Consultant should provide their estimated total fee as a daily rate **gross inclusive of taxes and other charges. The range of this consultancy is from 7,000 – 12,500 Euro.**

Consultants who are based in Germany and do not charge German VAT must confirm their small entrepreneur status.

## **CONTACT INFORMATION**

The application should include the following documents in English:

- Business proposal that indicates daily rate
- Motivation letter for this role and Curriculum Vitae
- Three samples or links to relevant previous work (confidentiality guaranteed).

Please indicate “Investigative Journalism Editor & Mentor” in the subject line of your email application. Applications should be sent in English by email to IACC team at [iacc-av@transparency.org](mailto:iacc-av@transparency.org) by close of business 08/12/2024.

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Please note that only shortlisted applicants will be contacted.

The Transparency International Secretariat is committed to creating an inclusive work environment where diversity is valued and where there is equality of opportunity. We actively seek a diverse applicant pool and therefore welcome applications from qualified candidates of all regions, countries, cultures, and backgrounds.

Selection of candidates is made on a competitive basis and we do not discriminate on the basis of national origin, race, colour or ethnic background, religious belief, sex, gender identity and expression or sexual orientation, marital or family status, age or ability. We kindly ask applicants to refrain from including in their application information relating to the above as well as from attaching photos.

## Data protection

*When you respond to this tender and submit your application, you provide consent that Transparency International e. V. keeps your application materials for the period of ten years according to German legal requirements. Afterwards Transparency International will delete your application and any personal data included in it. If you have any questions, please reach out to [dataprotection@transparency.org](mailto:dataprotection@transparency.org)*

## Guidelines for handling overhead and travel expenses

### Overhead

Regular overhead expenses associated with the Consultants maintaining their place of business, such as rent, telephone, utilities or stationery, are included in the Consultant's professional fee, except where explicitly agreed otherwise in the contract.

### Travel

Travel and accommodation expenses will as far as possible, and where applicable, be recovered from the institutions and companies hosting events or using the outputs provided by the Consultant.

Where such cost recovery is not possible, all travel is subject to prior approval by TI-S staff responsible for the financial management of the Project or TI Budget Line that will support the costs of travel. TI shall not issue travel advances to the Consultants. For accommodation or travel by air, rail or coach, they will instead have to contact TI-S that will make travel arrangements on the Consultant's behalf.

All travel booked by TI-S will include **travel health and accident insurance** with worldwide coverage and Economy class only; accommodation will aim to achieve best value for money up to a 4-star category.

Consultants shall be entitled to invoice TI-S **only** for local transportation and visa cost (if applicable).

Subsistence allowance (per diems) and expenses for individual meals cannot be claimed. These are part of Consultant's business expenses.