

# TENDER FOR FREELANCE VIDEO EDITORS / PRODUCTION AGENCIES

## GENERAL INFORMATION

**Title of Consultancy:** Ongoing Video Work

**Application Closing Date:** 20 September 2024

**Consultancy Start and End Date:** Framework agreement starting 15 October 2024 for two years

**Location of Consultancy:** n/a

## 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 freelancers for video production and edition. Video is essential in our anticorruption campaigning and advocacy work to connect with people and decision makers. It is also an essential tool for us to engage our audiences and communicate our impact. We are often in need of producing videos or professional editing for interviews, short documentaries and other materials. The typical channels for distribution include our social media channels and our website. These videos are also shared and promoted by our chapters across the globe.

## OBJECTIVES

Video production agencies and editors will work on individual projects on an ad-hoc basis, with specific deliverables to be defined on a case-by-case basis according to the profile of the vendor.

Tasks will typically include:

- Developing multimedia content for social media, marketing, fundraising, and more.
- Gathering or editing footage with fresh, clear and modern style in line with our visual and brand guidelines
- Basic motion design
- Conveying Transparency International's messages through relatable and compelling storytelling
- Coordinating with the TI-S Communications Department on messaging, scriptwriting, storyboarding, etc.
- Understanding different cultural contexts
- In some cases, it will involve shooting interviews with TI staff and chapter staff

TI-S will retain sole intellectual property rights with respect to all distribution, dissemination and publication of the deliverables.

You can see some examples of our work in our [YouTube channel](#).

## EXPECTED DELIVERABLES AND TIMELINE

All presentations and reports 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 the following qualifications:

- If an individual, at least 5 years of professional experience in video production/editing
- If an agency proven experience producing videos for social impact
- If an individual, a degree in visual communication, video production or equivalent work experience (at least 5 years)
- Experience working on online campaigns, with special interest in social media and video trends
- Experience editing for news, documentaries or agencies. (Experience in editing video for social media is a plus)
- Excellent oral and written communication skills in English
- Experience of working within strict deadlines, with the ability to react quickly to short project turnaround times
- Dynamic self-starter; highly motivated, and with a thorough eye for detail
- Structured, reliable, highly articulated and able to work with minimum supervision
- Strong organizational skills and ability to remain calm under pressure
- Excellent knowledge of Adobe Premiere or similar
- Good knowledge of Illustrator, After Effects, and Photoshop CC 2019

## **REMUNERATION AND COSTS**

The Consultants should provide a price list or their estimated total fee as a lump sum or as standard daily or hourly rates as **gross inclusive of taxes and other charges**, for the following tasks:

- Storytelling and concept
- Montage, Edition, Colour-grading, sound post production
- One round of changes
- Adaptations to other formats (landscape, square, IG stories...) and other languages
- Voice-over
- If applicable please also include charges for:
  - Shooting day (small crew)
  - Search for filming locations

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 with quotes

- Motivation letter and Curriculum Vitae or Portfolio for agencies
- Link to their most up-to-date reel or links to relevant projects

Please indicate “Freelance Video Production” in the subject line of your email application. Applications should be sent in English by email to Javier García-Villaraco at [videoeditors@transparency.org](mailto:videoeditors@transparency.org) by close of business on 15 September 2024.

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)*