



Terms of Reference Producing Podcasts on Addressing Domestic Violence

CEJ is hiring a consultant to produce podcasts that address domestic violence with immediate effect for a short-term assignment. Interested candidates may send a resume with a covering letter explaining why they are suitable for the position to srilanka.cej@gmail.com. Only short-listed applicants will be notified.

Applications close on the 9th of June 2022.

Profile of CEJ

Centre for Equality and Justice (CEJ) is a women's organization based in Colombo, working primarily with war-affected Sinhala, Tamil and Muslim women. CEJ's mission is the achievement of gender justice so that men, women and gender minorities live in a society that is free, just and equal. Its objectives are the promotion of gender equality, advancing the rule of law, good governance and democratic principles, promoting women's advancement and economic empowerment, advocating for the commitment to international human rights standards by fostering partnerships with grassroots level women's networks.

Project Description

In the wake of the COVID-19 pandemic, Governments globally, including in Sri Lanka, deployed a lockdown strategy where people were confined to their places of residence in order to control the spread of the virus. The Government of Sri Lanka (GoSL) also imposed a nationwide curfew from March 20, 2020 as there was an increase in the number of cases testing positive for COVID-19. This sudden restriction of movement largely limited a woman's access to support services in situations of Domestic Violence (DV). The consequences of these restrictions further exacerbated as the Government's COVID-19 response plan did not include the continuation of services to combat the pre-existing problem of DV. The pressure to respond to COVID-19 cases has compromised the combatting of DV in which Government services such as health care, Police and the Judiciary take center stage. National level hotlines, police desks, counseling services established to specifically support victim survivors of DV were not accessible and still remain inaccessible in certain areas to women since the COVID-19 outbreak.

Women's organizations and women's groups have proven to lead emergency responses during crisis situations more effectively within communities and countries worldwide. As women subjected to forms of DV in spatial confinements worsened during this COVID-19 lockdown with limited to no support services available, civil society organizations (CSOs) and

development agencies have come forth to bridge these gaps. This involved having a primary focus on preventative and safeguarding measures which ensure access to support services for victim survivors of DV, an aspect which has been completely left out of the Government's formal COVID-19 response. Amidst this, CEJ identified the need to work with the Forum Against Gender Based Violence (FAGBV), a forum which was established in 2005 by UNFPA Sri Lanka following a consultation with a collective of organizations working on Gender-Based Violence (GBV).

This project aims to capacitate the advocacy and lobbying skills of member organizations of the FAGBV working at local and national levels on the issue of Domestic Violence within a COVID-19 context. CEJ further looks forward to upscaling the current interventions by the FAGBV by strengthening the lobbying and advocacy skills of its member organizations so they are better able to demand that relevant Authorities address Domestic Violence in a more holistic manner.

Scope of Work

CEJ aims to raise awareness on **the issue of Domestic Violence and what needs to be done to address the issue in the context of a pandemic**, using podcasts as the medium of communication.

For this purpose, CEJ seeks the services of a Consultant to **develop and produce an online series of shareable podcasts on DV hosted on UNFPA SL website and the FAGBV website featuring members of the FAGBV and other CSOs having a discussion on the aforesaid topic**. The Consultant is required to develop and produce five pre-recorded podcasts in English, Tamil, and Sinhala. Three of the podcasts will be produced in English and one each in Sinhala and Tamil.

The Consultant will work under the direct supervision of the CEJ Executive Director with support from the CEJ program team.

The Consultant is required to:

1. Produce five podcasts on Domestic Violence: including five brief (1-2 minute) creative introductory segments intended to capture the audience's attention followed by a longer (10-15 minute) podcast segment. The longer portion could be a discussion/interview, but the use of engaging or interactive components is highly recommended.
2. Create an overall audio and visual concept of the podcasts in consultation with CEJ. The consultant should keep in mind that while this is a podcast, the method of dissemination are websites and YouTube, so there should be a strong visual component.
3. Create the scripts of the short introductory segments based on information, themes, and feedback provided by CEJ and in consultation with CEJ. All scripts are to be developed in English first, following which they will be translated into Sinhala and Tamil.
4. Record and produce the introductory segments.
5. Record and produce the five discussions (longer segments) which will form the second part of the podcast, featuring speakers of CEJ's choice.

6. Compile and fuse the introductory and the longer segments of the five podcasts so that it can be shared on the UNFPA SL website, the FAGBV website and CEJ social media.
7. Produce the final podcasts and other deliverables within the agreed time-lines.

3. Deliverables (To be discussed with the Consultant)

1. Deliverable 1: Draft of the concept/script for the podcasts by _____
2. Deliverable 2: Three podcasts in English language of 10-15 minutes each with CEJ feedback incorporated by _____
3. Deliverable 3: One Tamil and one Sinhala podcast of 10-15 minutes each with CEJ feedback incorporated by _____

4. Duration (To be discussed with the Consultant)

The proposed time period of the consultancy will be from _____

5. Consultancy fee and fund disbursements

The Consultant is required to submit a quotation to CEJ, with an all-inclusive fee. This payment will be agreed upon between CEJ and the Consultant and set-out in the contract, as per the Financial Guidelines of CEJ. The contract will be between CEJ and the Consultant. Payments will be made in installments within 10 days upon the submission and approval of satisfactory deliverables.

1st installment	30% for the completion of deliverable 1
2nd installment	50% for the completion of deliverable 2
Final installment	20% for the completion of deliverable 3

6. Experience and Qualifications

- (I) Experience in script development for various productions
- (II) Experience in video production
- (III) Experience in working on women's issues, understanding on DV
- (IV) Prior experience working with CEJ/other CSOs will be an added advantage