



Terms of Reference Consultant to Create a Video Calendar

Profile of CEJ

Centre for Equality and Justice (CEJ) was established as a company limited by guarantee in late 2017. CEJ's mission is the achievement of gender justice so that men and women live in a society that is free, just, and equal. This will be achieved by promoting 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 and fostering partnerships with grassroots level women's networks. CEJ is primarily a women's organization working on the rights of women in the private and public spheres. CEJ engages with policymakers, government officers and strengthens grassroots level women's capacities to claim their rights.

Project Description

CEJ is implementing a project titled 'War Affected Women and the Language Barrier: University 'Champions' for Language Rights' with the overall objective of promoting the meaningful implementation of the Official Languages Policy (OLP) in Sri Lanka. This project also aims to capacitate University students as language rights advocates through various capacity building activities on the Official Languages Policy through:

- Building awareness among university students on war affected women and the language barrier.
- Advocating for official languages policy implementation with relevant stakeholders.

The project will be implemented in the Eastern, Northern, North-Central and Western provinces with the participation of 80 University students from the University of Colombo, University of Kelaniya and the University of Sri Jayewardenepura.

The project hopes to raise awareness of the barriers to language rights faced by war affected women

so that University students are cognizant of language barriers faced by Sinhalese, Tamil and Muslim war affected women. This will contribute to the better implementation of the OLP in furtherance of war affected women's language rights.

Since the 1956 'Sinhala Only' Act, Sri Lanka has experienced a growing ethno-linguistic rift within the Sinhala and Tamil communities, further exacerbated by the decades long civil war. Although subsequent constitutional and legal measures were put in place seeking to give greater language rights to all citizens, the politics of language use in Sri Lanka has failed to uphold language rights of its citizenry and has proven to have detrimental effects on social cohesion and processes of post-war reconciliation and governance. There continues to be many lapses in adhering to directives issued by the government to safeguard language rights in its administrative services. Lack of capacity, efficient coordination processes, skill and political will are identified as major fault lines in the implementation of the Official Languages Policy (OLP). Language barriers have especially impeded women, particularly in post-conflict areas, from accessing information and essential public services which are predominantly conducted in Sinhala. The youth in Sri Lanka too face ethno-linguistic divides, especially within the university system where language serves as a basis for segregation and separation amongst student groups.

Background

CEJ plans to create a video calendar (on Facebook, Instagram and Twitter) featuring different forms of creative content on **“Events in Sri Lanka's history, resulting from the lack of language inclusivity. The video calendar will also include a gender perspective.**

This activity is intended to instill the knowledge and skills within the student body to navigate the social media space and create the ability for youth to creatively raise awareness on the topic. The video calendar will include years and historical events of significance to the aforesaid topic which would allow youth to creatively express their knowledge on the said issue while raising awareness. This video calendar will be launched in Sinhala, Tamil, or English languages.

Scope of Work

CEJ seeks the service of a Consultant to carry out the following tasks. All deliverables in the ToR must be approved by CEJ.

1. Provide an outline for the video calendar. This must be developed in close consultation with CEJ.
2. Provide mentoring and guidance to the students throughout the duration of the activity and lend insights on how to develop the video calendar.
3. Coordinate with approximately 15 youth (5 students representing each university) in developing the video calendar of events in Sri Lanka's history, resulting from the lack of language inclusivity.
 - a. Ensure that the youth engage and create content relevant to the topic to be used in the video calendar.
 - b. Aim to demonstrate the creative abilities of the students, making sure that youth utilize creative tools and methods to create content (Eg: Canva, photoshop, adobe spark, video clips, text slides, comic strips, dialogues etc.) to be included in the video calendar.
4. Ensure that due acknowledgement is given to the youth creator(s) of the video produced (Eg. Name, university/institution).
5. The Consultant may work with an intern/assistant if he/she needs any support in working with content in 3 languages and for coordination. The costs will be borne by the Consultant. The intern/assistant is required to sign a confidentiality agreement with CEJ.
6. The created video calendar must be submitted to CEJ for review and approval.

5. Deliverables (To be discussed with the Consultant)

1. Provide an Outline for the Video Calendar by
2. Finalize and submit a work-plan for the duration of the consultancy by
3. Submit reviewed content for CEJ's review and feedback by
4. Finalize by incorporating CEJ feedback, and submit the video calendar for CEJ's review and approval by

6. Duration

The proposed time period of the consultancy will be from **August 2022 to 25th September 2022.**

7. Consultancy Fee (To be discussed with the Consultant)

The Consultant is required to quote an all-inclusive fee for the assignment. The amount 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 upon the submission and approval of satisfactory deliverables.

1st installment	25% (LKR) upon completion of deliverables 1 & 2
2nd Installment	30% (LKR) upon completion of deliverables 3
3rd installment	45 % (LKR) upon completion of deliverable 4

This also includes any photocopying costs and remuneration for any assistance/services needed by a co-consultant/ assistant.

Payment of each installment will be made within ten days from the date of approval of deliverables.

*Only short-listed candidates will be notified. Interested candidates may send a resume and quotation to shannon.cej@gmail.com with names and contact details of two referees **by 7th August 2022.***