



International Organization for Migration (IOM)
The UN Migration Agency

Position Title: **National Consultant (Developing Communications Materials on Climate Migration) (Category A, Monthly basis)**

Duty Station : **Dhaka, Bangladesh**

Classification : **Consultant, Grade OTHER**

Type of Appointment : **Consultant, 5 months**

Estimated Start Date : **As soon as possible**

Closing Date : **04.10.2023**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental, and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Nature of the Consultancy:

The climate change, disaster, environmental degradation and migration (climate-migration) nexus is an emerging issue in Bangladesh. Climate change and natural hazards is contributing to increased displacements and migration, either forced or voluntary, as affected populations move to cope with the negative effects. Though the migration phenomenon is not new, “climate migration” has emerged as an issue of concern at national and global levels. Climate change leading to increased frequency and intensity of natural disasters, coupled with its devastating impact on traditional agrarian livelihood which employs vast majority of the workforce, intensifies the other factors of migration.

To ensure visibility of this issue and raise awareness at the national, regional and global level; IOM Bangladesh in coordination with key government counterpart like Ministry of Environment, Forest and Climate Change is aiming to develop some communication material (short videos, documentary, factsheets, photobooks, etc.). The exact type of communication materials would be defined as per consultation with government of Bangladesh.

Scope of Work:

The National Consultant is entrusted with conceptualizing, designing, and creating a range of communication materials to elucidate the intricate connections between climate change, disasters, environmental degradation, and migration in Bangladesh. These materials will underscore the critical importance of the topic and target various audiences at the national, regional, and global levels.

Core Functions / Responsibilities:

- **Needs Assessment and Strategy Development:**
 - Engage with IOM Bangladesh, the Ministry of Environment, Forestry, and Climate Change, and other relevant stakeholders to understand their specific needs and goals related to the communication materials.
 - Develop a comprehensive materials development strategy outlining the themes, target audience, channels, and formats that would be most effective.



- **Content Creation:**
 - Design and produce communication materials, including, but not limited to, short videos, documentaries, factsheets, etc.
 - Ensure that all content is evidence-based, accurate, and tailored to Bangladesh's unique context and culture.
 - Make sure the feedback from IOM, GoB and other relevant actors are incorporated.

- **Quality Assurance and Review:**
 - Regularly review the content for accuracy, clarity, and effectiveness.
 - Make any necessary revisions to ensure that the materials remain current, relevant, and in line with Bangladesh's evolving nature of climate migration.

- **Coordination and Collaboration:**
 - Collaborate closely with IOM Comms team and other creatives to bring the content to life.
 - Coordinate with the IOM Bangladesh and government counterparts for approval processes and dissemination strategies.

- **Dissemination:**
 - In coordination with IOM and GoB, help disseminate the materials.

- **Ethical Considerations:**
 - Ensure that all materials developed respect the privacy and dignity of individuals affected by climate migration.
 - Obtain all necessary permissions and releases for images, stories, and other content.

- Perform any other duties as instructed by the supervisor in coordination with MUS/Comms team in IOM Bangladesh.

Deliverables:

- **Communication Materials Strategy Document:** A detailed strategy document capturing themes, target audiences, channels, and suggested formats based on initial assessments and stakeholder consultations.
- **Content & Materials:** as agreed between IOM and Government of Bangladesh.
- **Consultation Reports:** Summaries from stakeholder sessions and feedback incorporation.
- **Ethical Documentation:** Copies of permissions, releases, and other relevant ethical clearance documentation for content utilized.
- **Raw & Editable Files:** Handover of all raw files (videos, images, drafts) and editable versions (like design files) of the communication materials for any future modifications or uses.
- **Dissemination Plan:** A strategic plan detailing how the materials can be effectively



disseminated.

Performance indicators for the evaluation of results

- Strategic document
- Number of materials/contents produced
- Quality of deliverables
- Timely completion of the above mentioned work
- Stakeholder Satisfaction
- Ethical Adherence.

Required Qualifications and Experience:

Education

The offers will be evaluated in compliance with the following requirements:

- Relevant Academic Background: A degree in Communication, Journalism, Environmental Science, or related fields.

Experience

- **Content Creation:** Proven experience in creating diverse communication materials such as videos, documentaries, factsheets, and photobooks.
- **Work on Climate-related Issues:** Experience in producing materials related to climate change, environmental issues, or migration, preferably in the context of Bangladesh or a similar region.
- **Content Analysis Skills:** Ability to conduct thorough research on climate change issues and translate findings into engaging content.
- **Technical Proficiency:**
 - Hands on experience in photography and videography
 - Experience in relevant content creation tools, such as video editing software, graphic design tools, etc.
- Strong Written & Verbal Communication Skills.
- **Stakeholder Management:** Skill in managing diverse stakeholders and incorporating feedback effectively.
- Excellent presentation, oral and written communication skills;
- Good analytical, drafting skills.
- Ability to deliver according to specified timeline while maintain quality of the output.

Languages

- Fluency in English is required.

Travel :

- Travel envisioned.



Desirable Competencies:

Behavioral

- Accountability – takes responsibility for action and manages constructive criticisms.
- Client Orientation – works effectively well with client and stakeholders.
- Continuous Learning – promotes continuous learning for self and others.
- Communication – listens and communicates clearly, adapting delivery to the audience.
- Creativity and Initiative – actively seeks new ways of improving programmes or services.
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders.
- Performance Management – identify ways and implement actions to improve performance of self and others.
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility.
- Professionalism - displays mastery of subject matter.
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- Technological Awareness - displays awareness of relevant technological solutions.
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM.

Other:

Appointment will be subject to certification that the candidate is medically fit for appointment or visa requirements and security clearances.

How to apply:

The completed proposal should be emailed to dhakajobs@iom.int with the subject line “**CFA-14/2023/C-DH1: National Consultant (Developing Communications Materials on Climate Migration)**”. Please keep the attachment size under 5 MB.

For any clarification, please contact IOMBangladeshHR@iom.int

Required Documents:

The consultant needs to submit a technical and financial proposal.

Each Submission Must Include the Following:

i. Consultant Profile: CV highlighting main assignments and achievements related to competencies and professional experience, including the degree of responsibility held in various assignments during the last 5 years.

ii. Financial Proposal: A financial proposal, outlining professional fees (in BDT). Consultant will be responsible for any tax or VAT issues and need to submit the original bank challan copy at the time of final payment/settlement.

APPLICATION WITHOUT PROPER REFERENCE CODE MENTIONED ABOVE WILL BE DISREGARDED

Please ensure that your application is complete with the above-mentioned documents. As incomplete applications generate an immense administrative burden for our organization. As a rule, candidates



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who have not properly submitted their application with required documents will be excluded from consideration.

Any attempt for persuasion will be considered as a disqualification.

ONLY SHORT-LISTED CANDIDATES WILL BE CALLED FOR ASSESSMENT

Posting period: 18.09.2013

From: 04.10.2023