

**TERMS OF REFERENCE FOR CONSULTANCY**

**Project/Consultancy Title**:  Design and Printing of Mi Bodi Nar Mi RightStory book

**Background and Project Description**

MOMENTUM Country and Global Leadership (MCGL) is a five-year global project funded by the U.S. Agency for International Development (USAID) to provide targeted maternal, newborn and child health, family planning and reproductive health (MNCH/FP/RH) technical and capacity development assistance (TCDA) to facilitate countries’ journeys to sustainable development. MOMENTUM Country and Global Leadership also aims to contribute to global technical leadership and learning, and USAID’s policy dialogue for achievement of global MNCH/FP/RH goals through support to globally endorsed MNCH/FP/RH initiatives, strategies, frameworks, guidelines, and action plans.

**Location and official travel involved**

The consultant is not expected to travel outside Freetown for this consultancy

**Consultant Objectives**

1. To recreate the character/layout of the Mi Bodi Nar Mi Rayt Mobile App
2. To produce 150 offline version/story book of the Mi Bodi Nar Mi Rayt App

**Consultant Activities**

1. Work with the MCGL Team/SCI Advocacy to recreate the character in the Mi Bodi Nar Mi Rayt App
2. Liaise with MCGL team member and SCI advocacy rep in the development of the layout in the creative graphic and technical solution
3. To design IEC materials, such as posters, banners, t-shirt, etc using the illustrated approved layout

**Consultant Deliverables**

* Construct, design and print the key messages from the ASRH APP GAME- Mi Bodi Nar Mi Rayt into an adolescently friendly book.
* Develop key messages from the ASRH APP GAME into adolescent-friendly book along with the SCI Advocacy and MCGL project team that can easily be understood by the least vulnerable adolescent in the local communities.
* Liaise closely with Communication Specialist on final layout of the Mi Bodi nar me rayt app book
* Design, layout and format publications, and other printed and web-based communications materials considering SAVE THE CHILDREN’s branding guidelines, and branding requirements of other donors/partners, as needed.
* Print the 150 copies of the final approved version of the Mi Bodi Nar Mi Rayt App Book (Offline Version)
* In addition, the consultant will also provide design services for IEC materials such as banners, posters, billboards, T-shirts and more.

**Timeframe / Schedule:**

The following activities should be considered in the timeline of the consultancy:

* Background Planning
* Meeting with MCGL Team
* Develop and Design illustration from Mi Bodi Nar Mi Rayt App
* Develop the story book.
* Develop the IEC materials.
* Printing of story book and IEC materials
* Submission of printed materials

**Qualifications, Skills, and Experience required.**

* 5 and above years in the production of Graphic Design and illustrations
* Extensive experience in working with children and producing adolescent materials (posters, stickers, handbills etc.) for international organizations with the aim of reaching both local and international audiences.
* Experience in working with international organizations and donors.
* Local Knowledge of Sierra Leone particularly Save the Children project areas.
* Excellent technical capacity (including high graphical/visual production of media materials) for high-quality products that will work with the graphic team from SCI and the consulted graphic designer.
* Experience in producing communication materials for donors and international organizations.

Technical Supervision for this work will be provided by the Save the Children International, Sierra Leone and Save the Children, US. SCI will approve the deliverables and any questions or queries should be directed to the focal person.

**Payment schedule**

The consultant is advised to review this ToR and submit an itemized budget with realistic daily rates for the assignment based on the understanding of the assignment and the current market rates. Where need be, Save the Children will engage the consultant to an agreeable daily rate. Remuneration will be based on submission of deliverables that are satisfactory to Save the Children as agreed upon after discussion with Save the Children in the inception meeting. The payments will only be made when the deliverables have been assessed by the Save the Children team and deemed to be of acceptable quality and official sign off by the MCGL Project Director provided.

### **Child safeguarding**

The consultant will be working on behalf of Momentum Country and Global Learning Project - Save the Children; therefore, he/she will be required to sign and adhere to the Child Safeguarding Policy and ethical guidelines. Note that background checks will be undertaken on all applicants.

**Conflict of interest**

The consultant should confirm that in undertaking this consultancy he/she does not have a personal relationship with any staff from Save the Children.

### **Intellectual property**

The title rights, copyrights and all other rights of whatever nature in any materials used or generated under the provisions of this consultancy will exclusively be vested with from Momentum County and Global Leadership Sierra Leone country office. All products developed under this consultancy belong to the project exclusively, guided by the rules of the grant contract. Under no circumstances will the consultant use the information of this study for publication or dissemination without official prior permission (in writing) from Momentum County and Global Leadership.