

**Temporary Appointment (TA)
Professionals and NYHQ General Service**

Date Received: _____
Req #: _____
(To be completed by DHR)

To: Mohamed Segha Sissoko *Mohamed Segha Sissoko*

Date: 24-09-2024

To: *Pierre NGOM*
Pierre Ngom

Date: 24-09-2024

FROM: Stephanie Joy Raison

SR

Date: 24-09-2024

REPORTING SUPERVISOR: Adriana Borra, Communication Specialist Date

UNIT/SECTION/DUTY STATION: BAMAKO

ROOM #: EXT:

**PART 1. IT IS REQUESTED THAT A TEMPORARY APPOINTMENT BE ISSUED,
FOR THE PERSON NAMED BELOW ON THE BASIS OF THE FOLLOWING
SPECIFICATIONS:**

CANDIDATE'S NAME: Seyba Keita (if identified)¹
(Please print name)

INDEX #:

VISA STATUS: _____

PLACE OF RECRUITMENT: (BAMAKO/MALI)

(PLEASE CHECK ALL THAT APPLY)

☐ New s/m ☒ UNICEF Consultant ☐ Temporary Agency ☐ UNICEF s/m
☐ Former UN/UNICEF s/m/consultant ☐ Household member

ATTACHED FORMS: (PLEASE CHECK ALL THAT APPLY):

☐ P-11 ☐ Resume ☒ Terms of Reference ☐ JD
☐ SSA Contract (copy) ☐ PERs (if applicable)

ACTION REQUESTED:

☒ New Appointment ☐ Extension of Appointment ☐ Re-appointment
☐ Other

REQUIRED SKILLS/DUTIES: (PLEASE CHECK ALL THAT APPLY)

☒ English/French ☐ Typing ☐ Steno ☐ Filing ☐ Photocopy ☐ Word
☐ Tables ☐ Merge ☐ Excel ☐ Access ☐ PowerPoint
☐ Lotus Organizer/Notes ☒ Other Photography COMMENTS:

PART 2. FUNDING CERTIFICATION

Section 1. General Information

Purpose	Mark X	From	To
Establishment of TA Position	<input checked="" type="checkbox"/> X	01/01/2025	31/12/2025
Extension of TA Position	<input type="checkbox"/>		

Section 2. Position Information

Position Title	Position ID No.	Position Level	Reporting Officer	Fund ID	Fund Description
Photographer		G-7	Communication Specialist		

Section 3. Funding Information

Funding Validity Dates		CRQ / FC No.	Amount	Prog. Code No.	Pror. Code No.	Fund PBA or Cost Center	PBA Exp Date
01/10/2024	31/10/2024			SM229930			31/12/2025
01/11/2024	31/12/2024			SC229934			31/12/2025
01/01/2025	30/09/2025			Non grant			

Note: 1. Office should provide full funding information for the duration of contract requested. There should be no gaps in funding.

2. Contract will only be issued or extended up to the time funding is available.

Section 4. With My Signature, I Certify the Following:

1. For RR or Support Budget funding:

Funding for RR or Support Budget is available under Section 3 "Funding Information" shown above.

2. For OR funding:

The OR funding of the above mentioned post complies with the valid donor agreement/proposal, observes expiry dates, and funds are available. In the event that there is insufficient funds in the PBA mentioned above for OR funding at the time of payroll posting, I concur with charges to go to GC PBA (or the support budget where RR funds are not available) which will need to be adjusted by my office.

Representative

Date: 24-09-2024

P. N. Goma

For DFAM/DHR Use only:	Sent to	Date
Copy Budget Section, DFAM		

TERMS OF REFERENCE FOR TEMPORARY APPOINTMENT

Purpose	Photography support documenting UNICEF activities and programmes
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Level	G7
Type of Contract	TA
Location	Bamako
Duration	364 days
Start Date	1 October 2024
Reporting to	Adriana Borra, Communication specialist

PURPOSE

UNICEF Mali is looking for a photographer to join its communication and advocacy team in Bamako to support its content strategy.

This is an exciting opportunity to join a team of committed professionals working to realize the rights of every child in Mali. Working in a dynamic office and under the close supervision and guidance of the supervisor, the photographer supports the respective section by taking photographs, editing photographs, cataloguing and captioning photographs to support UNICEF's mission in the country.

Working as part of a larger team of humanitarian and development experts the photographer has the opportunity to contribute to making a real difference to the lives of girls and boys in Mali.

UNICEF works in 190 countries and territories to protect the rights of every child. UNICEF has spent 70 years working to improve the lives of children and their families. Defending children's rights throughout their lives requires a global presence, aiming to produce results and understand their effects. UNICEF believes all children have a right to survive, thrive and fulfill their potential – to the benefit of a better world. To learn more about UNICEF, visit www.unicef.org.

Background

Mali remains one of the poorest countries in the world and 56 per cent of children still suffer from at least three deprivations. Despite some progress, significant economic, geographic and gender-based inequities remain. Limited budget allocations to social sectors and insufficient transfer of resources to decentralized authorities further undermine the social inclusion agenda. Since 2012, Mali has faced numerous multidimensional crises, including armed conflicts in the north and centre of the country, which have been exacerbated by frequent natural disasters such as floods and drought. UNICEF Mali has developed a comprehensive country Programme (2020 – 2024), and is implementing a life cycle approach with highly integrated results and interventions at all levels.

Objectives

The objective is to produce high quality photographs and video B-roll capturing UNICEF's results, activities, challenges and work across the country in support of the communication strategy, and the overall country programme and humanitarian action plan.

Justification

UNICEF Mali has a very large number of photography and video requirements. Often professional photographers are holding multiple consultancies and may not always be available when UNICEF requires them. However, capturing UNICEF activities requires agility. Hence UNICEF Mali would like to recruit a photographer, who is also able to do video, based full-time at their Bamako Office and working full time for UNICEF on a temporary appointment.

MAIN DUTIES AND RESPONSIBILITIES

Scope of Work

Photography and simple video work (capturing b-roll)

Specific Tasks

- Taking photographs as per an agreed editorial plan, including taking photographs of children.
- Participating in briefings and meetings to understand the themes, context and activities to capture in photographs.
- Editing photographs.
- Updating and managing content and editorial plan
- Uploading photographs to online databases and cataloguing photographs.
- Attending events and meetings to take photographs.
- Travelling to locations around and outside of Bamako to take photographs.

Expected Deliverables

- High quality photographs with captions, consent forms, catalogued online.
- Good b-roll footage shot and catalogued.
- Up to date content and editorial plan

MINIMUM QUALIFICATIONS

EDUCATION

Completion of Secondary education is required. **Photography certificates are an asset.**

WORK EXPERIENCE

- Seven years' experience (nationally and/or internationally) as a photographer.
- Experience in photography for development and humanitarian related work is required.
- Experience in photographing children is required.
- Experience working with UN, Government, INGO's and/or other partners an asset.
- Has contributed to national and international media outlets (for e.g.: National Geographic; Getty images; Granta; BBC; Reuters; Nikon etc.), an asset.

LANGUAGES

Fluency in French

VALUES AND COMPETENCY REQUIRED

Core Values: <ul style="list-style-type: none"> • Care • Respect • Integrity • Trust • Accountability 	Functional Competencies:
Core Competencies:	

- | | |
|---|--|
| <ul style="list-style-type: none">▪ Demonstrates Self Awareness and Ethical Awareness (1)▪ Works Collaboratively with others (1)▪ Builds and Maintains Partnerships (1)▪ Innovates and Embraces Change (1)▪ Thinks and Acts Strategically (1)▪ Drive to achieve impactful results (1)▪ Manages ambiguity and complexity (1) | |
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Prepared by
Adriana Borra
Communication Specialist



Date : 19.9.2024

Reviewed by
Stephanie Joy Raison
Chief of Communication



Date : 19.9.2024

Authorized by
Pierre Ngom
Representative



Date : 24-09-2024