



REQUEST FOR EXPRESSIONS OF INTEREST  
CAMERAMAN & VIDEO EDITOR CONSULTANT

**Country:** The Commonwealth of The Bahamas  
**Supporting Institution:** Inter-American Development Bank  
**Programmes:** Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & Programme to Support the Health System Strengthening of The Bahamas  
**Project Number:** BH-L1053 & BH-L1055  
**Loan Number:** 5179/OC-BH & 5296/OC-BH  
**Sector:** Health  
**Deadline:** 19 January 2023

**Consultancy:** Cameraman and Video Editor  
**Consultancy Location:** Nassau, The Bahamas  
**Reports to:** Director, Global Health Communications Unit– Ministry of Health & Wellness

The Ministry of Health and Wellness (MOHW) of The Bahamas has received financing from the Inter-American Development Bank (IDB), toward the cost of the Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & the Programme to Support the Health System Strengthening of The Bahamas and intends to apply part of the proceeds for the consulting services of a Cameraman and Video Editor. The successful individual will work as a part of the MOHW on a contractual basis and report to the Director, Global Health Communications Unit (or other designated alternate). The successful individual will also work collaboratively with other leaders from across the Ministry of Health and national health system stakeholders, as well as with other ministries and international partners. The successful individual will be responsible for the provision of audio, video and photographic materials for the Communications Department and other Ministry function and activities, where necessary. This contract is expected to be completed in a twenty-four-month period starting in January 2023.

**Main Responsibilities:**

The main objective of this consultancy is to support the Global Health Communications Unit of the Ministry of Health & Wellness especially in the documenting of the activities related to the execution, impact and benefits of the IDB Loan Programmes BH-L1055 and BH-L1053. The Global Health Communications Unit comprises of communications and behaviour change experts tasked with creating and making available information to the general public on the activities and programmes of the Ministry of Health & Wellness using various media platforms. The successful candidate will have the following key responsibilities:

- Assist with all production projects for the Communications Unit
- Liaise with graphic artist to ensure delivery graphics for video productions
- Liaise with Managers and Department Heads as necessary to provide guidance advice and assistance with video/audio projects
- Set up for in-house and off-site video jobs and ensures quality product

- Video coverage and recording and editing of footage for activities related to the promotion of work products associated with the IDB Loan facilities – BH-L1053 and BH-L1055
- Video coverage of all major Ministry events,
- Formatting of all relevant video projects for upload to PHA Websites and or social media sites
- Responsible for the safe and efficient usage of all audio/visual equipment
- Assist with photography of all major Ministry events and special projects
- Assist with the creation of original MOH&W programming for TV/Radio/Web (PSAs, documentaries, human interest stories, health education programming)
- Submit weekly status reports to the Technical Productions and Programming Assistant Director and help reconcile completed jobs with job request forms weekly
- Assist with the digital archiving of photos, newspaper articles and video files
- Any other duties as assigned

**The Successful Candidate will have the following skills:**

- **Education:** A minimum of a high school diploma. Associated degree or other certification in Communications, videography or relevant area would be an asset;
- **Experience:** Minimum of 3 years of relevant working experience.
- **Languages:** Good writing, communication, and presentation skills in English
- **Core and Technical Competencies:** Good communication skills (oral and written); analytical and conceptualized thinking skills; Excellent interpersonal and leadership skills; Good computer skills including in the use of editing and publishing video software. Demonstrated ability and desire to work collaboratively with senior-level professionals and ability to build relationships with stakeholders. Attentive to detail, accurate and well organized. Cooperative and willing to assist others and work in a team environment. Observe and maintain confidentiality.

The Ministry of Health & Wellness now invites eligible individuals to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Candidates will be selected under the National Competitive Bidding Selection procedures set out in the IDB's: Policies for the Selection and Contracting of Consultants financed by the IDB and it is open to all eligible bidders as defined in these policies. Only Short-Listed Individuals will be contacted.

Further information can be obtained by e-mail: [MOHWPEU@BAHAMAS.GOV.BS](mailto:MOHWPEU@BAHAMAS.GOV.BS). All CVs and qualification documents must be submitted **Re: Cameraman and Video Editor** to the following e-mail address: [MOHWPEU@BAHAMAS.GOV.BS](mailto:MOHWPEU@BAHAMAS.GOV.BS) on or before 5:00 pm on **19<sup>th</sup> January 2023**.