GENERAL INFORMATION

Title of Consultancy: Senior Editor for Journalist for Transparency (J4T) – COVID-19 investigative stories
Application Closing Date: 10 May 2020
Start and End Date: As soon as possible until October 2020
Location of Consultancy: Remote

BACKGROUND

Transparency International (TI) is the global civil society organisation leading the fight against corruption. Through more than 100 chapters worldwide and an international secretariat in Berlin, Germany, TI raises awareness of the damaging effects of corruption and works with partners in government, business, and civil society to develop and implement effective measures to tackle it.

The Transparency International Secretariat (TI-S) in Berlin is seeking a consultant to work as the Senior Editor on the Journalist for Transparency (J4T) initiative for the International Anti-Corruption Conference (IACC) team. J4T is looking to support journalists that are currently reporting or planning to report on the COVID-19 crisis from a perspective that highlights - among others - restrictions on human rights, civil society, social equality and an increased risk of corruption and lack of accountability.

OBJECTIVES

The overall objective is to provide editorial support to the journalists selected from the call for applications and to oversee the editorial process until the publishing phase is complete. The aim is raise awareness on the negative implications the public management of COVID-19 can have on societies and individuals if done in an exploitative and corrupt manner and to produce in-depth reporting which can be used for advocacy purpose by the broader anti-corruption community – leading to policy change or tangible impact against corruption.

The senior editor will:

- Ensure at least 2 Journalists for Transparency investigations are published within a six-month timeframe
- Provide on-demand support to journalists during the pitching phase of designing investigations and conducting the investigations (the journalists may work in teams on cross country collaborations or as individuals)
- Provide feedback on each pitch received, and feedback during each stage of the investigation
- Ensure deadlines are met in a timely manner during the pitching, field work, writing and impact tracking stages
- Approach potential publishers and secure an appropriate media outlet to publish each story (where necessary with the support of the journalist)
- Coordinate the cross-publishing of the investigations on www.J4T.org, together with the IACC web developer in a timely manner
- Ensure and conduct due diligence, fact checking and the highest stands of journalism best practices
- Design and implement a safety strategy for journalists conducting the investigations
- Design a social media and outreach strategy for the post-publication phase
- Advise on further training or collaboration opportunities should they arise
- Coordinate related multi-media editing, infographic development with the journalists and with support of the IACC web developer
EXPECTED DELIVERABLES AND TIMELINE

- Development Phase:
  - Joining the drafting and reporting plan, advising on articulating the story hypothesis and the further steps needed to conduct investigations thoroughly

- Implementation Phase:
  - Reviewing the findings through regular feedback sessions with the journalists; revisiting hypothesis, identifying gaps, and suggesting additional reporting angles to pursue. Revisiting desk reporting thus far and identifying areas for improvement within the reporting timeframe

- Strategizing Phase:
  - Brainstorming with the journalists on the best story-telling techniques for the stories and interviews
  - Providing further guidance to the journalists for drafting story outlines
  - Identifying additional multimedia elements to integrate into the story package and envisaged website editorial for publishing on www.j4t.org

- Concluding Phase: The latest date for the stories to be published is 30 October 2020.
  - Editing consecutive drafts of the stories until they are ready for publication
  - Making sure the stories are free from legal issues and fact checking
  - Monitoring progress on multimedia elements and coordinating the website editorial
  - Reviewing video and infographic elements for accuracy, clarity, and consistency
  - Working with the designated web editor to agree on visuals like previous editions of J4T investigations to be uploaded on www.j4t.org
  - Publishing the stories on the J4T website and delivering the finished product by agreed deadline

- Advocacy Phase (Both pre and post publishing)
  - Pitching the stories to media and promoting the stories on various channels
  - Design an ‘impact tracker strategy’ to be implemented by the journalists and supported by the J4T editor
  - Design an outreach plan targeted at the broader public and other NGOs working on the given topic
  - Track media and social media engagement post publication

All presentations and reports are to be submitted in English, in electronic form, in accordance with the deadlines stipulated above. The Consultant is responsible for editing and quality control of language. The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables.

SELECTION CRITERIA

The Consultant should have the following qualifications:
- More than 10 years’ experience in working as an editor on grants to journalists, ideally within journalism networks
- Capacity to oversee libel and fact checking
- Editorial experience not only in print but multi-media and documentary
- Experience in accountability and expenditure reporting
- Experience in tracking impact related to the investigations such as direct impact or policy change
- Solid editorial experience and knowledge on emerging anti-corruption and social issues
- Strong analytical skills and excellent writing and editing skills in English
- Experience working on social issues in different regions and having project management skill is an advantage
REMUNERATION AND COSTS

The Consultants should provide their estimated total fee as a lump sum or as standard daily or hourly rates before any VAT or other charges.

For Consultants based in the EU, EEA, and Switzerland

Transparency International e.V. (Secretariat), (TI-S) is registered as a Business Entity in Germany with VAT identification number DE273612486. In order to determine the Value Added Tax (VAT) implications of this tender, we kindly request that Consultants fill out the VAT Form for Tenders/Vendor Form (instructions inside the form) and submit the completed and duly signed form along with their email application.

The link to the VAT Form for Tenders/Vendor Form is available below.

CONTACT INFORMATION

The application should include the following documents in English:

- A brief cover note indicating your relevant experience and motivation to undertake this role and assignment
- Curriculum Vitae
- 1-3 samples of relevant previous work (confidentiality guaranteed)
- Estimated costs in lump sum, including VAT
- Completed VAT Form for Tenders/Vendor

Please indicate “Senior Editor J4T” in the subject line of your email application. Applications should be send in English by email to the IACC team at iacc@transparency.org by close of business of 10/05/2020.

Please note that only shortlisted applicants will be contacted.

Data protection

When you respond to this tender and submit your application, you provide consent that Transparency International e. V. keeps your application materials for the period of ten years according to German legal requirements. Afterwards Transparency International will delete your application and any personal data included in it. If you have any questions please reach out to dataprotection@transparency.org

***