



NATIONAL FOOD AND NUTRITION COMMISSION

SCOPE OF WORK FOR INDEPENDENT PRODUCERS FOR RADIO PROGRAMMES

National Food and Nutrition Commission is an advisory organ to Government on matters relating to food and nutrition. Currently the NFNC is coordinating a national programme called the First 1000 Most Critical Days Programme, which is aimed at reducing the high levels of stunting among children below two years of age in the country.

One of NFNC's core businesses is to educate the masses on issues of nutrition through various avenues such as radio programmes. In order for mothers and caretakers to have access to nutrition information NFNC formed a number of Radio Listening Groups in the 14 Phase One Districts where the levels of stunting are still very high.

The aim was to give access to nutrition information, via recorded programmes, to those without access to signal from ZNBC the as well as local community radio stations. In 2016, radio producers from various media houses met at a workshop in Kabwe and produced scripts for 13 radio programmes meant to convey these important messages. The scripts have been translated into several local languages.

The NFNC, therefore, now seeks independent presenters to produce the programmes in seven local languages, including English. The specific tasks required for this activity will include the following:

1. Attend a pre-production meeting with assigned staff at the NFNC
2. Familiarize themselves with all the 13 radio scripts as each script is unique
3. Narrate all 13 scripts in the language given
4. Work with assigned NFNC staff to find creative ways of making the productions captivating
5. Conduct studio and location interviews as provided for in the script. NFNC will arrange for interviewees/ studio guests according to script specifications. Where the interviewee indicated in the script is not available, the presenter may suggest a substitute in consultation with NFNC.
6. Make use of voice overs, back announcements and summaries where the interviewee is using a language other than the one the main programme is being broadcast in

7. The Presenter will bear travel and related costs for interviews done on location within Lusaka at no extra cost to the Commission. Where available, the NFNC shall assist with relevant inserts.
8. NFNC will provide the Sig Tune, Bridge and Bumpers to be used on the programmes. Where these are not available, the presenter will work with NFNC assigned staff to bridge the gap.
9. Edit and package the programmes within the specified 25 minutes. For this, the presenter will use the NFNC studio and work closely with our production staff.

DELIVERABLES: Present to the Commission 13 fully edited radio programmes in MP3 Format

MINIMUM QUALIFICATION FOR THE RADIO PROGRAMME PRODUCERS NEEDED

- Grade twelve school certificate
- Diploma in journalism

REQUIREMENTS

- Three years' experience in the production and presentation of health related programmes.
- Fluent in any of the following languages; English, Tonga, Bemba, Nyanja, Luvale, Lunda and Lozi.
- Able to edit and package a radio programme in a format given.

SUBMITT FULL COSTS INVOLVED

DEADLINE is 19th September, 2018.