**TERMS OF REFERENCES**

**for**

**PRODUCTION OF 4 (FOUR) PODCASTS TO BE PUBLISHED ON GIRLS INTERNATIONAL DAY**

**Delivery Date of Assignment:**October 6, 2023

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| **Organization** | *Kosovar Gender Studies Center (KGSC)*  |
| Objective  | Producing 4 podcasts with empowering messages. |

1. **PROJECT**
2. **Information about the organisation**

The mission of the Kosovar Gender Studies Center (KGSC) is to integrate gender-sensitive analysis, programs, and policies in all sectors of Kosovar society by increasing gender awareness and a focus on gender issues, developing gender studies and ensuring the inclusion of gender-sensitive policies through research, policy development, advocacy and lobbying.

Kosovar Gender Studies Center is the leading gender-focused organisation in Kosovo and the region. In almost 19 years of its existence, it has contributed to gender mainstreaming and achievement of gender equality in all spheres of life. The organisation operates in strict compliance with its vision, mission and objectives which are clearly defined in the strategic plan. The centre’s strategic priorities are to:

**1. To draft and ensure the inclusion of gender sensitive policies in all sectors of life;**

**2. To increase awareness, knowledge, and understanding of gender issues in Kosova;**

**3. To further develop gender studies in Kosova;**

1. **Information about the project**

The primary goal of the project “Engaging Children as Active citizens in Promoting Child Rights and Gender Perspective” is to address child rights from a gender perspective as well as strengthen capacities and widening of expertise of the organizations involved in the project so that they take up to their watchdog and advocacy roles in the advancement of child rights in Kosovo. The outcomes of project are as following:

∙ Increasing quality in the work, activities and practices of organisations involved in the project, opening up to new actors, not naturally included within one sector;

∙ Building capacity of organisations to work transnationally and across sectors;

∙ Addressing common needs and priorities in the fields of child rights;

∙ Enabling transformation and change (at individual, organisational or sectoral level), leading to improvements and new approaches, in proportion to the context of each organisation.

1. **Objective of the task**

The objective of the task is to promote girl’s empowerment and fulfilment of their human rights while also highlighting the challenges that girls in Kosovo face. The aim of the podcasts is to inspire and empower girls in Kosovo on behalf of International Girls Day also to celebrate the accomplishments and resilience of young girl/woman who have broken down gender and traditional stereotypes, highlighting their impact on society and inspiring others to challenge similar stereotypes.

In terms of target audience, the campaign will particularly extend its reach to the general public specifically to children, children with disabilities, parents, and caregivers of children, as well as decision makers at central and local level, and local organisations, community representatives.

1. **Key Deliverables**
2. Four podcasts production.
3. Prepare interview questions.
4. Prepare invitations to participate.
5. **Qualification of the company**
* Professional podcasts companies or qualified NGOs with experience in podcasts registered in Kosovo are eligible to apply.
* Applying companies or qualified NGOs must have at least 2 years of experience in the production podcasts or TV production. Reference list of the most recently produced podcasts to be submitted alongside the application.
* Curriculum Vitae of the director, producer, and key personnel need to be submitted alongside the offer. The proposed team members must have minimum 2 (two) years of experience in the respective area of expertise.
* Samples of podcasts produced (for production verification) are required to be provided.
1. **Timeframe**

The product should be delivered at latest by 6th of October.

*Tentative timeframe for duties and responsibilities:*

Note: Selected offer (s) can be asked to coordinate production/post-production in order to ensure consistency in production of podcasts – this will be initiated and coordinated by KGSC.

1. **APPLICATION PROCEDURE**

Applications should be submitted by including the documents listed below:

* CV
* Technical and Financial Offer
* Previous experience

Applications should be sent to the email address qksgj\_kgsc@yahoo.com by writing in the subject of the email Application for Podcast\_Name of the company by 29.10.2023 at 16:00 hrs.