



## **Consultancy Announcement**

### **Invitation for expressions of interest**

**Title:** Stories of resilience and good practice during the C-19 pandemic - Respond and Adapt programme

**Term:** March – September 2021

**Available budget:** £10,000 inclusive of all VAT and expenses.

**Deadline to submit expression of interest:** 19 February 2021

#### **Background:**

Migration Exchange is an informal network of independent funders. We aim to improve the lives of people who migrate, and receiving communities in the UK, by informing public debate on migration and supporting welcoming communities. We do this through commissioning research to inform funders and key partners to act on shared concerns; supporting coordination and building capacity in the sector, and aligning grants to enable activity to take place at scale or increase the potential for success.

As part of our COVID-19 response, Migration Exchange launched the Respond and Adapt Programme (RAP) in June 2020. RAP is a programme of learning and targeted grants in support of the UK migration and refugee sector. It is a collaboration between [Refugee Action](#), [NACCOM](#) and [Migration Exchange](#), providing targeted support to frontline organisations to help them to respond and adapt to the needs of people in the immigration system during COVID-19, and work together to build a foundation for long-term recovery.

A total of £2,137,000 was granted to 130 organisations across the UK. Grants are for 12 months and range from £10,000 to £45,000 towards meeting immediate needs and adapting services to Covid-19.

#### **About this consultancy work:**

We want to commission a creative partner to capture and document stories of resilience and good practice among front line organisations in the refugee and migration sector. The purpose of this work is to raise awareness of these stories of success among RAP partners, funders, and grant holders. We hope that the outputs will be useful to the organisations involved in promoting their work to others.

This is not intended to be a formal outcome evaluation or impact assessment of the programme. Rather, it aims to gather, document and promote the assets, resilience, stories of success, challenges, creative and collaborative solutions of stakeholders and present these in an engaging and accessible format.

We are acutely aware of the pressures on charities at this time and are committed to working in a way that recognises the costs of people's time, including those who are currently using services or engaging with social change work. We will prioritise creative partners who work in an ethical and non-extractive way, and the budget should include the participation costs of partners and people who are interviewed or involved in the story capture.

### **Outputs:**

The outputs of this work will be public. We are open to suggestions from the creative partner as to format, but we anticipate that these will include:

- Visuals including a series of short videos of story telling and blogs
- A short written report or slide deck including case studies.

### **Audiences**

The audiences for the outputs of this work will be trusts and foundations who have been involved in the programme and sector organisations who have been supported by the programme. It is hoped that the outputs will also be of interest to wider sector organisations and to the wider network of funders who wish to consider how they might support sector infrastructure and respond to future emergencies.

### **Specifications**

The ideal candidate for this work will have:

- Excellent skills and ability to produce engaging visual material including videos, graphics, and images.
- Strong experience of working with people from a range of backgrounds in an asset-based way, building trust and consent.
- Strong communication skills, including listening and questioning in a sensitive and confidential way, and the ability to communicate complex information to a non-technical audience.
- Demonstrable experience of preparing outputs that are accessible and engaging in a range of relevant formats.
- Strong skills in project and risk management.
- Creativity and flexibility to respond to issues quickly and adjust the approach to or style of delivery.
- Good understanding of the UK charity sector, including organisations working on migration and refugee protection, the experiences of people within the UK immigration system, their needs and intersectional protected characteristics.
- Commitment to values of equality and human rights, and excellent understanding and experience of working in a values-based and ethical way.

### **Timescale:**

The desired **timescale** for this work is as follows:

- Deadline for receipt of expressions of interest – 19 Feb
- Shortlisted providers interview – by end Feb
- Contract awarded and inception meeting with consultant and RAP partners conducted – by end Feb
- Work plan agreed with RAP partners – by mid March
- Visual material and blogs developed and delivered - April – July
- Short written report delivered – August
- Final webinar – September

### **Key relationships**

RAP is a collaboration between Migration Exchange (MEX), NACCOM and Refugee Action. This assignment will be contracted through Refugee Action and the design and delivery of the work will be overseen jointly by Migration Exchange and Refugee Action.

### **Application instructions:**

Please send expressions of interest to Dylan Fotoohi at [dylan@global-dialogue.org](mailto:dylan@global-dialogue.org)

For an informal conversation about the work please get in touch.

Expressions of interest should include:

- Your CV including a portfolio of previous productions
- One-page cover letter highlighting how you meet the above specification
- One-page proposal about how you would approach the delivery of this work, including a budget breakdown
- How you would deliver this commission in a Covid-secure way, with possible contingencies
- Your approach to safeguarding and confidentiality

If shortlisted, we will need to agree GDPR, safeguarding approach and will require at least one recent reference.