



Transforming natural resource management  
Empowering communities  
Transformer la gestion des ressources naturelles  
Renforcer le pouvoir d'agir des communautés

## TERMS OF REFERENCE: CONSULTANCY SERVICES – VIDEO EDITING SERVICES

<b>Title:</b>	Video editing services
<b>Location:</b>	Zimbabwe
<b>Contract Type:</b>	Per project, consultancy agreement
<b>Professional fees:</b>	As per proposed pricing schedule

### Context

In support of its goal to promote safer practices and reduce mercury use in artisanal and small-scale gold mining (ASGM), the planetGOLD Zimbabwe project develops audio-visual resources, including pictures and videos. These materials serve a dual purpose: they communicate key messages to raise awareness and drive behavioural change within ASGM communities, while also helping to tell the story and impact of the project.

To this end, the planetGOLD Zimbabwe project invites qualified individuals and/or media companies to submit expressions of interest for the provision of video editing services for its operations in Zimbabwe.

### About IMPACT

IMPACT transforms how natural resources are managed in areas where security and human rights are at risk. We investigate and develop approaches for natural resources to improve security, development, and equality. We are an independent non-profit, collaborating with local partners for lasting change.

IMPACT is headquartered in Ottawa, Canada, and has offices in the Democratic Republic of Congo, Uganda, Zimbabwe, Côte d'Ivoire, and Burundi.

### About planetGOLD Zimbabwe

The **planetGOLD Zimbabwe** project is funded by the Global Environment Facility (GEF) and implemented by the UN Environment Programme (UNEP). In Zimbabwe, IMPACT is the executing agency, in partnership with the Ministries of Environment, Climate and Wildlife, and Mines and Mining Development.

The project will work together with local communities to reduce the use of mercury in artisanal and small-scale gold mining, the world's largest source of anthropogenic emissions of mercury pollution— while improving the health and lives of local mining communities. This project is expected to support **7,500 direct beneficiaries** (30% women, 70% men) across Zimbabwe, prevent the release of **4.85 tons of mercury emissions** over its lifetime and contribute to the **sustainable management** of approximately **76,000 hectares** of landscapes. The Zimbabwe project is part of a global program similarly



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implemented in 25 countries.

Learn more: <https://planetgold.org/zimbabwe>

### Objectives

- To deliver video editing services, ensuring that all audio-visual materials are professionally edited, clearly structured, and aligned with project communication objectives.
- To use video to showcase the impact of the project in communities through well edited visual stories to donors and stakeholders.

### Scope of Work

This consultant will work hand in hand with the project communications team to support visual storytelling through editing videos, documentary production, interviews, shot from the field and during events into consumable products. The consultant will work on-demand basis and submit a quote and invoice for each assignment.

### The Consultant will:

- Edit raw footage into coherent, high-quality video products.
- Ensure logical sequencing, clarity of content, and appropriate pacing.
- Trim, arrange, and refine footage to enhance overall quality and consistency.
- Improve audio clarity, including balancing, synchronization, and noise reduction.
- Incorporate music, titles, captions, and subtitles where required.
- Add basic motion graphics, transitions, and visual elements as appropriate
- Export videos in required formats suitable for different platforms (e.g., web, social media, presentations, community screenings on big screen)
- Ensure all outputs comply with IMPACT and planetGOLD branding and visibility guidelines
- Submit draft versions for review and incorporate feedback until final approval is obtained.

### Deliverables

The selected editing consultant will deliver the below:

- Edited video outputs in agreed formats (e.g., MP4 or equivalent).
- Different versions of videos (where required), such as short form for web or long form.
- Subtitled or captioned versions where applicable.
- Project/source files (editable formats) upon request.
- Final approved, high-resolution outputs ready for dissemination.





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### Required Qualifications & Skills

The applicants must demonstrate in their applications how they meet the requirements of the position and should possess these qualifications, expertise, and skills:

- Proven experience in video editing and postproduction.
- Strong portfolio of previous video editing work across different formats.
- Experience working with international NGOs and donor-funded projects is desirable.
- Proficiency in video editing software (e.g Adobe Premiere Pro or equivalent).
- Ability to deliver outputs in a variety of formats and specifications
- Ability to deliver high-quality outputs under tight timelines.
- Strong understanding of ethical storytelling, informed consent, and conflict-sensitive reporting practices.
- Fluency in English is required. The consultant must also demonstrate proficiency in at least a widely spoken local language, e.g. Shona and Ndebele.

### Competencies:

- Attention to detail and commitment to quality, problem solving, and good judgement
- Ability to meet deadlines and manage multiple assignments with minimal supervision.
- Responsiveness to feedback and ability to revise outputs efficiently
- Creative, with a willingness to innovate.
- Team player able to work with colleagues at all levels and in cross-cultural environments.

**Note:** IMPACT owns the final products and copyright.

The consultant must maintain strict confidentiality of all project materials and footage and not disclose or reproduce any content without prior written authorization.

### To Apply

Send the following information by email to [zimbabwe@impacttransform.org](mailto:zimbabwe@impacttransform.org) with the heading “*Expression of Interest for Video Editing Consultancy*”.

- A detailed expression of interest and company profile outlining relevant experience in the past three years.
- CVs of proposed team members were applicable.
- Two professional letters of reference.
- Financial proposal, with clear rate structure.

Submit applications by: **April 25, 2026**



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**We thank all candidates but only those that will be shortlisted will be contacted. Due to the volume of applications received, we ask that you do not follow up on your application.**

**Failure to comply with the above-mentioned elements will automatically result in the rejection of the application.**

**Please note that IMPACT has a zero-tolerance policy on sexual exploitation, abuse, and harassment.**

