

Terms of reference

Graphic design

Assistance to the scientific Secretariat of MedECC (network of Mediterranean Experts on Climate and environmental Change)

1 Context and general objectives

1.1 Context

The network of Mediterranean Experts on Climate and environmental Change (MedECC) was launched in 2015. Plan Bleu (UNEP/Mediterranean Action Plan (PAM) Regional Activity Centre) and the Union for the Mediterranean (UfM) jointly support MedECC in the frame of their agreement. Plan Bleu hosts the scientific Secretariat of MedECC in Marseille.

1.2 General objectives

The main current objective of MedECC is the finalization and publication of the 1st Mediterranean Assessment Report (MAR1) on the risks associated to climate and environmental changes in the Mediterranean. This report is being prepared by more than 85 scientists from 20 countries. The 2nd draft of the report and its Summary for Policymakers (SPM) have been developed. Governments' representatives, policymakers and stakeholders are currently consulted on the SPM. Consultation will end on 30 June 2020. In the meantime, the report is in its finalization phase and its publication is planned at the end of 2020. Some graphics of the report need to be modified and new graphics need to be drawn based on data provided. Moreover, some infographics and integrative figures need to be designed (for example a map of the Mediterranean Basin, which combines some indication of changing environmental drivers along with major risks illustrated by some pictograms and/or little text boxes).

The objective of the mission described in the current terms of reference is to support MedECC Coordinators, Coordinating Lead Authors and Scientific Secretariat during the crucial phase of the finalization of MAR1. The consultant will work on the graphics of MAR1, completing the following activities:

- improving existing graphics when needed;
- creating infographics and integrative figures in collaboration with the Coordinating Lead Authors, Coordinators of MAR1 and MedECC Scientific Secretariat;
- drawing new graphics based on provided data.

2 Deliverables

The deliverables will be :

- the final version of all the graphics present in MAR1 (about 30 graphs need to be modified),
- a few (up to 5) new infographics or integrative figures.

3 Calendar of deliverables

The consultant will work in a close collaboration with the MedECC Coordinators, Coordinating Lead Authors and MedECC Scientific Secretariat.

Task number	Deliverable	Deadline
1.	Finalisation of the graphics present in MAR1	30.09.2020

4 Duration

The tasks described in the present terms of reference are estimated to represent about 2 months of full time work.

5 Qualifications

The qualifications of the consultant should be as follows:

- University diploma in graphic design/ communication,
- Advanced computer skills and strong capabilities in design software such as Adobe Creative Suite (Illustrator, Photoshop, and InDesign); own access to design software,
- Ability to develop graphics/illustrations, icons and infographics,
- Confirmed experience in graphical design for environmental sciences,
- Ability to execute tasks in a timely manner and demonstrated ability to manage multiple projects simultaneously,
- Strong creativity skills and ability to generate new ideas,
- Proven ability to develop effective communication products and strong attention to detail,
- Very good level of English (written and spoken),
- Familiarity with WordPress is a plus,
- Familiarity GIS (Geographical Information Systems) is a plus.

6 Remuneration and venue

The consultant should be self-employed. The remuneration could not exceed 2500 € - 3000 € per month. The MedECC Secretariat is based in Marseille (France). However, the work of the consultant will be done through telework.

7 Application

The applications should include:

- Curriculum Vitae (CV),
- Cover letter,
- A financial offer,
- The SIRET number or other business identification number (depending on countries' legislation),
- Examples of past works in line with tasks described in the current terms of reference, in particular graphical design for environmental sciences,
- Names and contacts of up to three reference persons, to be potentially contacted in the context of the application.

The selection process may include interviews (by skype or phone).

This position will remain open until a suitable candidate has been found.

The applications should be submitted by email to marini@medecc.org and planbleu@planbleu.org.