**Terms of Reference**

**Designer/Illustrator to support ‘Powerful Futures: A Girl-led research project’**

**About ActionAid**

ActionAid is a leading international development organisation, working with over 15 million people in 45 countries for a world free from poverty and injustice. ActionAid has over 40 years’ experience in sustainable, community-based development. We have an established track record in the countries we work in and are the only international development organisation with a head office in Africa as part of our commitment to shift power to the global south.

Around the world, ActionAid is rooted in the contexts we operate, working directly with communities, local organisations, groups, movements, governments, media and academic institutions to overcome the structural causes of poverty, gender inequality and power imbalances. We deliver research and programming on a core set of development issues including violence against women and girls; adolescent girls’ rights; women’s economic rights; resilience and climate justice; civic participation and public services; girls’ education and humanitarian crises. Our human rights-based approach to programming centres on transforming unjust power relations in the communities and countries we work. We have pioneered Reflect, an integrated participatory methodology now used by over 500 organisations in more than 70 countries, which is the foundation of our work in communities.

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**Rationale for service:**

The success and sustainability of ActionAid’s (AA’s) work is dependent on a deep understanding of the intersecting challenges that women and girls living in poverty face, and in centering their lived experiences in our programmes, policy and advocacy work. ActionAid UK, ActionAid Ethiopia, ActionAid Bangladesh and ActionAid Yappika are collaborating on ‘Powerful Futures: a girl-led research project’. In the midst and aftermath of the COVID 19 crisis, this research will provide an opportunity to focus on **a future that works for girls.** The project is designed to shift power back to girls, giving them the power and agency to create their own narrative, from shaping and carrying out the research, to telling a compelling story, and influencing for change, with the results.

During the COVID crisis adolescent girls are facing widening gaps in education, increased risk of violence and harmful practices and increasing care responsibilities at home - **exacerbating existing inequalities.** We know that for adolescent girls growing up during COVID 19 life will have been radically altered, very often in ways that compromise their rights and future opportunities. We also know that girls and their allies have been active responders to the COVID crisis by supporting their families and communities and mobilising for change, and have often been supported in this by older generations of women through local women’s groups and networks. This girl-led research project aims to:

* Provide an opportunity to understand **how girls' lives have been shaped by the COVID crisis**, what their **priorities are for the future**, and how organisations like ActionAid, as well as other institutions, can best support them.
* Understand whether/how girls and young women are **mobilising for change**, and what role **intergenerational movement building** (with women’s rights networks etc) can play in this
* Use a **power analysis** to understand how the inequalities adolescent girls face are structured and sustained, and ways we can challenge the power imbalances that shape girls’ lives

ActionAid has mobilised three girl-led research groups (girls aged between 15 and 19) in Bangladesh, Ethiopia and Indonesia, who are each being supported by a national female mentor. These groups have designed their own research project, and are currently working in their communities to collect data on their research questions. In the next stage of the project we will be working with them to analyse this data, and to use it to tell stories about their findings and influence for change. During this next analysis and dissemination stage we are looking to work with an illustrator/designer who can support these girls groups with visuals that help to tell a compelling story about their research findings.

**Description of the services to be provided**

The designer/illustrator/artist will

1. Respond to a design brief from each team of young researchers in Ethiopia, Bangladesh and Indonesia to create a visual/communications product of their research findings that they can use for sharing their research findings with peers and other community members (3 visuals/communications products in total)
2. Drawing on key research findings in each location, create a series of illustrations/graphics to accompany the main research report (some of which may be drawn from the visuals for each location)
3. Using photos provided, create an illustration of each person involved in the research process to include in the report’s acknowledgements page
4. Respond to up to two rounds of feedback on the 3 visuals and the illustrations/graphics for the main report

The designer should be available to carry out the work between **18th October 2021**and **30th November 2021**.  Work is estimated to take up to 12 days including:

* 3 draft visuals for each of the 3 girl led research groups (3 days in total)
* A series of draft illustrations for the final report (4 days in total)
* An Illustration of each person involved in the research process (2 days in total)
* Two rounds of reviews (2 days in total)
* Responding to emails/meetings/administration (1 day in total)

**Quality standards that should be adhered to**

The work must be carried out with respect for ActionAid’s feminist [behaviours](https://www.actionaid.org.uk/about-us/people-and-culture/how-we-practise-feminism-at-work), and informed by the work of the girl-led research groups. The final products should be bold, colourful and creative, celebrating the power and diversity of girls and young womxn.

**Ethical Standards**

The work must be carried out keeping in mind AA’s ethical protocols and standards, including working in line with ActionAid’s [safeguarding and PSEA policies](https://actionaid.org/safeguarding-actionaid-our-policies-and-how-report-concern), taking a ‘do no harm approach’, and commitment to/ways of working that model ActionAid’s [feminist behaviours](https://www.actionaid.org.uk/about-us/people-and-culture/how-we-practise-feminism-at-work).

**B. Expected Timetable for Completion of Terms of Referenced Services**

 https://actionaid.org/safeguarding-actionaid-our-policies-and-how-report-concern

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| **Key Stage** | | **Deliverable** | | **Date** | |
| Agree a final workplan and schedule with ActionAid UK  Respond to design brief from each girl-led research group and produce a communications product/visual that summarises the key findings of their research (3 products in total)  Respond to up to 2 rounds of feedback from girls groups and AA team and submit final communications products e.g. poster, art work etc.  Work with the team writing the final research report to create a series of visuals for inclusion in the report  Using photos provided, create an image of each person involved in the research for inclusion in the final report  Respond to up to two rounds of feedback to finalise the visuals for the final report | | Deliverable 1  Deliverable 2    Deliverable 3     Deliverable 4         Deliverable 5        Deliverable 6 | | 20th October  29th October    10th November      11th November         11th November  22nd November | |

**Budget**

The consultant is expected to give a breakdown of the budget outlining the professional fees and administration costs. The budget should align with the deliverables and demonstrate value for money. The assignment is expected to take around 10-12 days, and to be carried out over a period of approximately 6 weeks.

**Person Specifications:**

Due to the project’s nature of centering the voices of girls and young womxn, and ActionAid’s commitment to shift power to feminists in the Global South, we have a preference for young womxn candidates from the Global South. We are also looking for an illustrator/designer with the following key skills and experience.

* A portfolio of work that is bold, colourful and creative
* A portfolio of work that celebrates womxn and girls in all their diversities
* Evidence of previous experience of working with NGOs, and particularly of creating visuals for communications, and for research and policy reports
* Works flexibly, and responds to feedback
* Commitment to feminist principles and ways of working (see <https://www.actionaid.org.uk/about-us/people-and-culture/how-we-practise-feminism-at-work> for further details) )
* A financial proposal offers value for money

**How to apply**

Interested candidates are requested to send a one page cover letter (including how fit the person specification, how they would approach the task, and citing other examples of relevant work they have done); a link to their portfolio and/or examples of at least two relevant pieces of work; and a proposed budget. Applications should be submitted via email to [commercial@actionaid.org](mailto:commercial@actionaid.org), [katy.chadwick@actionaid.org](mailto:katy.chadwick@actionaid.org) and [Pranita.choudhry@actionaid.org](mailto:Pranita.choudhry@actionaid.org)  by 4th October 2021**.**