

Terms of Reference

Project: Photo Services in Recife, Pernambuco, Brazil.

Context: UNAIDS Solidarity Fund has awarded grants to social enterprises led by people living with HIV, women or members of key populations, including sex workers, transgender people, people who use drugs and gay men and other men who have sex with men. In Brazil, one of the social enterprises that are receiving Solidarity Fund is the Grupo de Trabalhos em Prevenção Positivo (GTP+), based in Recife, Pernambuco, which aims to empower people living with HIV by training them in creating confectionary and food baskets for commemorative occasions while providing relevant entrepreneurial training guidance for all members.

A photographer is required for a maximum of two days of photography in Brazil on the last week of October (days will be informed when the contract starts) to document the daily lives of the social entrepreneurship GTP+, its beneficiaries, and the community as they go about their work.

The selected photographer is required to take digital photographs of the setting in form of photo-reportage and portraits of people carrying out their daily tasks to reflect the work of the project and the lives of community members. This would include coverage of elements such as the social entrepreneurship, the community, engagement of community members in producing products/services that are a part of their social enterprise, services that have been established and provided for the community. This would also involve following one character/ social entrepreneur in its daily life as per guidance of UNAIDS focal point

Objectives: To hire a professional photographer to document the activities and people related to the social entrepreneurship awarded with Solidarity Fund in the city of Recife, Pernambuco, Brazil.

Products:

- 100 High quality photographs of social entrepreneurship activities and main characters per agreement with focal points including portraits from the field visits, community interaction and wide shots of community settings to be used by UNAIDS in its digital platforms and other communication materials and channels and to be added to the UNAIDS photo library.

Technical Specifications of the photographs:

Images must have both vertical and horizontal versions. Digital originals should be photographed at the highest resolution allowed by the camera.

The minimum resolution accepted is 4000 pixels high, saved as jpeg 10 or higher. Each image from the optimized edit, as well as the complete shot, must include in the IPTC metadata: the full name of the professional for the photo credit, the correct date, location, and city/country. If possible and relevant, the names and titles of people in the photos should also be included.

IPTC metadata can be incorporated into the photo using image editing software such as Photoshop, Lightroom or Photo Mechanic.

Colors: Photos should be made and delivered in color. Adobe RGB is the preferred color space for high resolution JPEGs. Color filtering or stylistic adjustments (extreme contrast, high saturation, etc.) are highly discouraged and original off-camera images may be requested if processing is unacceptable. The contracted person should evaluate the best type of camera lens to use in each situation, such as portrait photos, photos of outdoor or moving activities.

A minimum of 50 photos should be delivered per workday, totalizing a minimum of 100 photos (approx.) per the whole job. The images must be delivered virtually (drive, sharepoint or wetransfer) to UNAIDS by November 3, 2021.

Along with UNAIDS staff member the selected photographer will ensure that subjects sign appropriate consent forms and will make sure photos will be edited and captioned as necessary. The selected photographer will work closely with focal point from UNAIDS Country Office Brazil for guidance on specific and thematic shots to capture.

Time schedule: From 25 October to 03 November, 2021.

The professional will work in collaboration with UNAIDS Country Office in Brazil.

Required qualifications of the professional/company:

- Proven professional experience and excellent understanding of photography.
- Understanding of documenting members of key populations for HIV (gay and other men who have sex with men, trans people, people who use drugs and alcohol and people in prison) and sensitivities involved.
- Prior experience in showcasing humanitarian projects through photography and/or videography.

Desirable qualifications of the professional/company:

- Demonstrated experience with high quality digital photography with published work. Added plus for proven knowledge of video production.
- Previous experience in working with UNAIDS or other UN entity will be an advantage.
- Person belonging to the key population for HIV (LGBTI+ people, black people, people living with HIV, people living with AIDS).

Payment Terms:

Payments will be processed upon the delivery of high-quality photos, a technical report and an invoice. The amount of the service contract must include travel and daily expenses.

Applications:

Interested candidates should send their CV in English or Portuguese, portfolio, and a financial proposal for this job, which should consider the costs of food, transportation and others considered necessary for the execution of the objective of this job. CV, portfolio and financial proposal must be sent by 27 September 2021 to brazil@unaids.org, indicating in the subject "UNAIDS – Serviços de fotografia – Recife/PE." **Only selected candidates will be contacted.**

UNAIDS will not pay for any travel, accommodation, meals, equipment rental fees, insurances, or transportation. Work will be made in person. UNAIDS reserves the right not to provide equipment, internet connection, or other working tools for the work. All candidates wishing to apply for the position should kindly note that the provision of such tools is their responsibility. The selected person must work using their own professional camera(s), lenses, computers, software, and other photographic equipment, as needed, to complete the tasks and be available for face-to-face/virtual meetings with UNAIDS. The selected photographer will be accompanied by an UNAIDS staff member while developing the activities in Recife.

Confidential nature of documents and information:

All photographs and all other data compiled by or received by the selected photographer shall be the property of UNAIDS, shall be treated as confidential and shall be delivered only to UNAIDS authorized officials prior to completion of work.

The selected photographer may not communicate at any time to any other person, Government or authority external to UNAIDS, any information known to it by reason of its association with UNAIDS which has not been made public except with the authorization of UNAIDS; nor shall the selected photographer at any time use such information to private advantage. These obligations do not lapse upon termination of the work.

This is a work made for hire. UNAIDS shall be the owner of all intellectual property rights, including but not limited to patents, copyrights and trademarks, with regards to all deliverables and other material which bears a direct relation to, or is made in consequence of, the services provided to UNAIDS by the selected photographer.

UNAIDS reserves the right to revise the work, to use the work in a different way from that originally envisaged or to not use the work at all.

At UNAIDS request, the selected photographer shall take all necessary steps, execute all necessary documents and generally assist UNAIDS in securing such proprietary rights and transferring them to UNAIDS in compliance with the requirements of applicable law.

UNAIDS supports and encourages applications from women, black people, indigenous people, people living with HIV and AIDS, LGBTI people and people with disabilities.