

Request for Proposal

Video Editor Consultant

1. Background

The Institute for Essential Services Reform (IESR) is a think tank focusing on energy and environmental issues. IESR aims to accelerate the transition to a low-carbon energy system by advocating for data-driven and scientifically based public policies, conducting capacity development programs, and establishing strategic partnerships with non-governmental actors.

To expand its audience reach and amplify its message, IESR operates a YouTube channel as a key platform for delivering information through audiovisual content. IESR regularly produces and publishes content on this platform.

To maintain a consistent flow of high-quality content, IESR seeks a Video Editor Consultant with creativity, agility, and a strong understanding of current video trends, while adhering to IESR's branding guidelines. The consultant will play a crucial role in enhancing subscriber growth and watch time while producing engaging, informative, and impactful content that influences audience perception, attitudes, and understanding..

2. Deliverables

Video Editing Deliverables:

Video Recording (Tapping) and Editing:

1. Record and edit six (6) episodes of Pojok Energi (maximum duration: 45 minutes each).
2. Record and edit twelve (12) podcast episodes (maximum duration: 45 minutes each).
3. Edit three (3) video presentations.

Video Derivative Deliverables:

1. Short Video Clips for Youtube shorts:
 - a. Create short clips (maximum 1-minute duration) from long-form videos, with captions.
 - b. Each full-length video will be cut into two (2) short videos, totaling 32 video shorts.
2. Design and Visual Enhancements:
 - a. Create engaging thumbnails, lower-thirds, and bumpers videos
3. Subtitling:
 - a. Provide English (EN) and Indonesian (IN) subtitles for four (4) videos longer than 30 minutes.

Note: IESR will retain sole ownership of all deliverables, including digital assets and communication products.

3. Benefits and Payment Terms

1. Total compensation of **Rp60 million** (tax included, no additional benefits such as health insurance or annual bonuses).
2. Deliverables and Payment Schedule:

Deliverables	Deadline	Payment
Work plan and timeline submission	17 March 2025	-
Tapping: 1 Pojok Energi video, 3 podcast episodes; Editing: 4 videos (Pojok Energi & podcasts), 6 video shorts, 1 subtitled video (IN/EN)	30 March 2025	25%
Tapping: 1 <i>Pojok Energi</i> video, 3 podcast episodes; Editing: 5 videos (Pojok Energi & podcasts), 6 video shorts, 1 subtitled video (IN/EN)	30 April 2025	25%
Tapping: 2 Pojok Energi videos, 3 podcast episodes; Editing: 4 videos (Pojok Energi & podcasts), 6 video shorts, 1 subtitled video (IN/EN)	30 May 2025	25%
Tapping: 2 Pojok Energi videos, 3 podcast episodes; Editing: 5 videos (Pojok Energi & podcasts), 6 video shorts, 1 subtitled video (IN/EN)	24 June 2025	25%
Total	100%	

3. Qualifications

- Bachelor's degree in Design, Graphic Design, Fine Arts, Visual Communications, or a related field.
- Minimum of three (3) years of experience in video editing, graphic design, and motion video production, with a strong portfolio.
- Technical proficiency in video production and graphic design.
- Expertise in Adobe Creative Suite, including Illustrator, Photoshop, InDesign, After Effects, Premiere Pro, Audition, Canva, or similar tools.

- Familiarity with audiovisual equipment, including cameras, lighting, and sound cards; advanced drone operation is a plus.
- Strong design sense with attention to detail and aesthetics.
- Fast learner, innovative thinker, and up-to-date with video content trends.
- Excellent time management and multitasking abilities.
- Ability to work independently with initiative, responsibility, discretion, and confidentiality.
- Fluency in English and Bahasa Indonesia.

4. Duration

The contract period is **March to June 2025**, with an immediate start as soon as possible.

5. Requirement

- Download the application form from the IESR website.
- Submit the application form, resume, and portfolio (demonstrating experience in event management and design) to the **Net-Zero Strategic Communications Program Manager** at uliyasi@iesr.or.id with the subject line "**Video Editor Consultant.**"
- For further inquiries, contact the same email address.
- Application deadline: **Friday, 14 March 2025**. Applications will be reviewed on a rolling basis, and the recruitment process will close once a suitable candidate is found. **Early submission is highly encouraged.**