Terms of reference

Consultant - Information designer/graphic design expert

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

1. Context

The network of Mediterranean Experts on Climate and environmental Change (MedECC) is an open and independent international network of scientific experts, providing support to decision-makers and the public based on sound scientific information available (see www.medecc.org). Launched in 2015, the network counts more than 800 members, including 300 active scientists providing their expertise on a voluntary basis – from 35 countries, from the natural sciences, social sciences and humanities perspectives. The MedECC produces assessments of scientific knowledge on climate and environmental changes and associated risks in the Mediterranean region written by international author teams of hundreds of scientists. Plan Bleu, one the Regional Activity Centres of the Mediterranean Action Plan (MAP) of United Nations Environment Programme (UNEP) and the Union for the Mediterranean (UfM) jointly support MedECC in the frame of their agreement. Plan Bleu hosts the Secretariat of MedECC in Marseille, France.

In November 2020, the MedECC published the First Mediterranean Assessment Report (MAR1) on the risks associated with climate and environmental change in the Mediterranean. This report was prepared by 190 scientists from 25 countries. The report includes a Summary for Policymakers (SPM), which comprises the key messages and that has been approved line by line during a plenary session with Mediterranean government representatives in September 2020. The SPM has also been formally endorsed by the Contracting Parties to the Barcelona Convention and acknowledged during the 2nd UfM Ministerial Conference. The MedECC was awarded the North-South Prize 2020 of the Council of Europe, in recognition of its work for peace and democracy. The MAR1 report laid the essential foundation for the very first chapter devoted to the Mediterranean Basin in an Intergovernmental Panel on Climate Change (IPCC) report, published in 2022 as part of the IPCC 6th Assessment.

Following the publication of MAR1, the 2021-2023 work of MedECC focuses on preparing three Special Reports: 1) Climate and environmental coastal risks, 2) Climate-water-energy-food-ecosystems nexus, 3) Environmental change, conflict and human migration. These Special Reports are currently in advanced drafting stages and will be released between November 2023 and March 2024. The Italian Ministry of Environment and Energy Security provides additional support to the elaboration of the MedECC Special reports.

2. Objectives of the consultancy

The MedECC Secretariat is looking for a graphic design expert (“Consultant”) specialized in the visualization and presentation of complex scientific information, to support the production of MedECC Special Reports from a visual communication and information design perspective, and to enhance the understanding and impact of their key findings. The successful candidate will have exceptional skills in information design and infographics, as well as a strong understanding of climate and environment issues.
3. Tasks to be undertaken

The Consultant will assist the MedECC Special Reports authors with the design of graphics in the Summary for Policymakers (SPM) and/or in the longer reports. The graphics will present the key findings of these assessments and/or visualize information on specific issues (depending on the needs). They should be comprehensible to a non-expert audience and visually appealing. The content to be communicated via the visuals will be provided by the MedECC Secretariat. Under the overall guidance of the MedECC Secretariat, the Consultant will:

- Attend a kick-off meeting with the MedECC Secretariat and the authors’ working group, to agree on the work plan and methodology for the tasks of this mission,
- Organize and participate in necessary calls and virtual meetings, including possible brainstorming, and agree on the work plan with authors,
- Incorporate internal feedback and formal review comments into a series of iterations (max. 4 per visual)
- Produce the visual designs from concept stage to final delivery,

4. Deliverables

The deliverables will include the co-design of 10 graphics for Summaries for Policymakers (SPMs), and/or full reports presenting key findings or visualizing information on specific issues (depending on the needs), in English. The approved visuals will be delivered in formats appropriate for online posting, downloading and public outreach purposes.

All documents elaborated by the Consultant will be provided to MedECC/Plan Bleu in electronic format (PDF) and also in vector format (indesign ou illustrator). The documents produced in the context of this contract will be the shared property of MedECC/Plan Bleu. MedECC/Plan Bleu reserves the right to mention or not the name of the Consultant at the time of publication, or for any use of the document - the whole or part of the document - , handed over to MedECC/Plan Bleu. Any further use by the Consultant shall be subject to prior approval.

5. Duration of the consultancy

The Consultant is expected to start working in September 2023. The assignment will last until the completion of the MedECC Special Reports, currently expected to be published between November 2023 (SR1) and March 2024 (SR2,3).

6. Selection of the Consultant

- Expertise in designing information using qualitative and quantitative data, demonstrated by a degree and/or several years’ professional experience
- Demonstrated high interest and strong background in understanding of climate and environmental issues
- Capacity to illustrate complex scientific concepts to non-specialist audiences
- Strong creativity skills, ability to generate new ideas and strong attention to detail
- Proficiency with graphics design software
- Experience in producing graphics for print, online and other media
- Fluency in written and spoken English
- Capability to interact with an international scientific community and work remotely in an international team
- Capacity to meet tight deadlines and work productively
- Knowledge related to climate and environmental science communications would be desirable
- Familiarity with IPCC and/or IPBES processes and work would be an asset

This consultation can be carried out by an individual consultant or a group of consultants. The Consultant(s) should be self-employed.
The MedECC Secretariat is based in Marseille (France). However, the work of the Consultant will be done through telework.
The selection process may include interviews (by skype or phone).

7. Application

The Applications must be submitted not later than 25th August 2023 by email to marini@medecc.org, pattacceca@medecc.org and planbleu@planbleu.org.

The applications should include:

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

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