

## Terms of Reference (ToR)

### I. Background

The Federation of Nepali Journalists (FNJ) is the umbrella organization of journalists with the membership of more than 9,000 journalists working in Nepal and abroad. FNJ focuses its works to strengthen press freedom and freedom of expression, journalist safety develop professional capacity of journalists and accountable journalism.

FNJ is undertaking a project 'StoryShop: Empowering Journalists to Amplify Women's Entrepreneurship Stories' with the support of GRAPE 2 project, jointly financed by the European Union (EU) and the German Federal Ministry for Economic Cooperation and Development (BMZ), and implemented by GIZ. The main aim of this project is strengthening young and emerging journalists' capacity for gender-transformative and evidence-based economic journalism. The project seeks to promote stronger media coverage of women's entrepreneurship, inclusive economic participation and local economic development.

Under the project, FNJ will train 60 working journalists from Koshi, Karnali and Sudurpashchim Provinces through three-day provincial trainings, where 20 participants representing all the districts of the respective province will participate. The training will be designed to cover gender-transformative economic journalism, gender equality and social inclusion in media, reporting on entrepreneurship, local economic development and women-led businesses, ethical and solutions-oriented reporting techniques, data and evidence, multimedia storytelling and fact-checking and.

After the training, participant journalists will be mentored to support the production of high-quality news articles, feature stories, video testimonies, social media content and other digital storytelling products. Mentors will support journalists throughout the reporting process, including issue identification, story angle development, research,

reporting, verification, content development and format selection. Each participant will publish/broadcast at least three stories.

To ensure that the training and mentoring approach is practical, consistent and sustainable beyond the project period, FNJ seeks to engage an expert consultant to develop a comprehensive Gender-Transformative Economic Journalism Training Manual, which will be used by FNJ, trainers, mentors and journalists under this project and in similar future activities.

## 2. Purpose of the Assignment

The overall purpose of the assignment is to develop a practical, comprehensive and trainer-ready Gender-Transformative Economic Journalism Training Manual for trainers as well as young and emerging journalists alike. The manual should not only focus on theoretical understanding but it should help the journalists with the practical skills required for gender-transformative economic reporting. This includes understanding economic issues, identification of underreported economic stories especially of the women-led businesses, develop strong story angles, conduct evidence-based economic reporting and produce ethical, accurate and audience-oriented stories. The manual should be suitable for the three-day training event envisioned under this project and also provide a framework for the post-training mentoring and coaching.

## 3. Objectives of the Assignment

The specific objectives of the assignment are:

1. To develop a structured and practical training manual for three-day gender-transformative economic journalism training.

The manual will include:

- Introduction to gender-transformative economic journalism;
- Understanding gender transformative journalism and why such approach is important
- Gender equality and social inclusion in media reporting;
- Reporting on entrepreneurship, local economic development, and women-led businesses;
- Economic rules and policies in Nepal
- Globally accepted entrepreneurship values and trends
- Ethical and solutions-oriented journalism;
- Story identification and interviewing techniques;
- Mobile journalism and multimedia storytelling;
- Data visualization;
- Visual content production techniques;
- Digital storytelling and audience engagement;
- Editorial standards and fact checking;
- Development of individual story pitches linked to GRAPE 2 themes.

2. To strengthen journalists' understanding for practical skills in developing gender-transformative economic stories.
3. To develop practical exercises, case studies and newsroom-based assignments as well as mentoring and coaching framework that can be used by the trainers and journalists after trainings.

#### 4. Scope of Work

The selected consultant will undertake the following tasks:

- Understand the Story Shop project and its training and mentoring components as well as existing economic journalism training manuals

- Assess the knowledge and practical skill requirements of possible participant journalists in consultation with FNJ and in needed consult selected experienced economic journalists or trainers to identify key competencies and gaps
- Develop the overall structure and learning framework for the three-day training, including training goal and learning outcomes, session objectives, suggested duration participatory training methodologies, practical exercises and assessment methods
- The manual should cover introduction to economic journalism, Understanding Nepal's economy and major economic sectors, identifying meaningful economic stories and developing story angles, gender-transformative and socially inclusive economic reporting, identifying and using reliable data sources and understanding entrepreneurship and local economic development among other relevant sections.
- The final module structure should be determined through consultation with FNJ and based on the needs assessment and proposed three-day training schedule.
- The manual should be practical and specifically tailored to the day-to-day work of journalists. Rather than providing extensive theoretical content, each module should focus on how journalists can identify, investigate, develop and report economic and entrepreneurship stories in practice.
- The module should have practical learning materials, including newsroom exercises, economic data interpretation exercises, story-identification exercises, interview skills and gender-transformative reporting exercises
- A dedicated section of the manual should provide a practical framework for post-training mentoring.
- The manual should include practical guidance for trainers and mentors including how to facilitate each session, suggested training methodologies, preparation required before each session, key messages and discussion questions.

## 5. Proposed Structure of the Manual

The consultant shall propose the final structure with the minimum inclusion of understanding economic journalism and Nepal's economy, developing economic stories, gender-transformative economic journalism, reporting on entrepreneurship and local economic development, data-driven economic journalism, research, sources and interviewing and verification and fact checking. The final structure shall be agreed with FNJ.

## 6. Assessment criteria:

The proposals will be assessed based on the following criteria:

- Understanding of the assignment and objectives
- Quality and feasibility of the proposed methodology
- Realistic and detailed work plan
- Integration of gender-sensitive economic reporting concepts
- Quality of the training and mentoring framework
- Quality of training modules and session plans
- Quality of trainer/facilitator notes
- Relevance and practicality of exercises, case studies and examples
- Quality of assessment and evaluation tools
- Approach to consultation, validation and incorporation of FNJ feedback
- Quality and usability of the final Training Manual
- Completeness of associated training tools and materials
- Relevant qualifications and experience of the consultant (master's degree preferred; at least five years of experience in conducting training; at least five training manuals for journalist training developed)

## 7. Deliverables

1. A realistic work plan indicating the drafting, review, consultation, validation and finalization.
2. Content and detailed outline of the Manual including training and mentoring framework
3. Draft Gender-transformative economic reporting Training Manual in Nepali language containing training modules, session plans, trainer/facilitator notes, practical exercises and assessment tools.
4. Present the draft manual to FNJ for review and incorporate key feedback and recommendations.
5. Final Training Manual incorporating feedback to be submitted in a clean, publication-ready version in editable format. Also provide its English translation.
6. All associated training tools and materials developed under the assignment.

#### 8. Expected Duration

The assignment is expected to be completed within one month from the date of signing the contract.