

Terms of Reference: Consultant for development of Alumni Network Concept of the Media School Uzbekistan

25.10.2024

Position:	Consultant
Project Name:	Journalism of the Future: Media School Uzbekistan (2024 - 2026)
Location:	Tashkent / Tashkent region, Uzbekistan
Type of work:	Remote
Assignment period:	December 2024 with a follow-up in January 2025
Languages required:	Russian / English

I. Background:

DW Akademie is Deutsche Welle's center for international media development, journalism training and knowledge transfer. Our projects strengthen the human right to freedom of expression and unhindered access to information. DW Akademie empowers people worldwide to make independent decisions based on reliable facts and constructive dialogue. DW Akademie is a strategic partner of the German Federal Ministry for Economic Cooperation and Development (BMZ). We also receive funding from the Federal Foreign Office and the European Union and are active in around 70 countries.

DW Akademie, in partnership with our Tashkent-based partner Modern Journalism Development Center (MJDC), is implementing the project Media School Uzbekistan, funded by BMZ. Media School Uzbekistan is a yearly 3-module capacity-building programme to enhance digital capacities and hands-on knowledge of Uzbek journalists and media managers. By 2024, over 100 graduates have completed the programme, and by 2026, we expect around 170 alumni. The School is now looking to establish a structured alumni network to strengthen professional connections, provide ongoing support, and foster collaboration among graduates. The network will culminate in an alumni conference in 2026.

DW Akademie is currently looking for a consultant to develop a comprehensive concept for the alumni network of Media School Uzbekistan.

II. Scope of Work:

The consultant will be responsible for the following tasks:

1. Conduct a desk review of the existing alumni base and previous communication methods.
2. Collaborate with MJDC, DW Akademie project staff, and key stakeholders to gather insights and expectations for the alumni network.
3. Assess the needs of the alumni to propose suitable services and activities (e.g., professional development opportunities, networking events, mentoring, collaboration platforms).
4. Develop an alumni network structure, including governance, communication channels, engagement strategies, and potential partnerships.
5. Propose a roadmap for the establishment of the alumni network leading up to the 2026 conference.
6. Ensure the concept reflects sustainable practices and includes performance monitoring mechanisms.

III. Qualifications and Experiences:

- Proven experience in alumni network development, particularly in the media or education sector.
- Long-term experience in consultancy and trainings.
- Fluency in both Russian and English is required.
- Strong organizational, communication, and facilitation skills.
- Intercultural competence.
- Familiarity with the Central Asian media landscape, particularly in Uzbekistan, is an advantage.
- Knowledge and experience in media and development work is desirable.

IV. Expected Services

Working Arrangements:

- 10 working days.
- The consultant will work online and collaborate regularly with MJDC and DW Akademie project staff.
- All communication will be in Russian and English.

Deliverables:

A comprehensive Alumni Network Concept, which will include:

- Alumni profile analysis.
- Governance structure of the alumni network.
- Engagement strategy and communication plan.
- Proposed activities and services for alumni.
- Timeline and action plan leading to the 2026 alumni conference.
- Narrative report.

V. How to apply

Interested applicants should please submit a proposal including the following:

- Curriculum Vitae (CV).
- Description of your previous experience and your motivation.
- Rate per day in EUR for a working day.

Offers in English should be submitted in one pdf by **November 17, 2024**, via e-mail to **dw-akademie.uzbekistan@dw.com**.

VI. Payment

In return for the fulfilment by the Provider of its obligations under the contract, Deutsche Welle / DW Akademie undertakes to pay the Provider the amount in EUR as follows:

- 100% post-payment.
- Availability of a bank account that accepts money transfer in EUR is mandatory.
- Deutsche Welle will pay after the completion of all the deliverables upon presentation of final detailed invoice.