



REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

INDIVIDUAL CONSULTANT – Content Creator and News Reporter/Writer

Reference No. PAP-0061 -CS-INDV

1. Purpose of the Assignment

The purpose of this consultancy is to provide comprehensive digital content creation and news reporting services during PAP sessions. The consultants will ensure real-time communication, accurate reporting of proceedings, and the production of engaging multimedia content for digital platforms and media dissemination.

2. Objectives of the Consultancy

The objectives of this consultancy are to:

- Ensure real-time coverage and dissemination of PAP proceedings across digital platforms.
- Produce accurate, timely, and high-quality written content for media and institutional use.
- Enhance PAP's online visibility and audience engagement through dynamic social media content.
- Provide consistent and professional reporting on key discussions, decisions, and outcomes of sessions.
- Support the overall communication strategy of PAP through integrated content production.

5. Scope of Work

The Consultants shall undertake the following tasks:

A. Social Media Management and Content Production (Content Creator)

- Manage PAP's social media platforms to ensure consistent visibility and audience engagement.
- Produce and publish real-time updates during sessions, including live posts, highlights, and key messages.



- Continuously update content to generate interest and increase audience reach and interaction.
- Provide comprehensive digital coverage, including live updates, short news items, and session highlights.
- Collaborate with the video production team to plan, produce, and upload short video clips, interviews, and multimedia content for platforms such as YouTube and X (Twitter).

B. News Reporting and Article Writing (News Reporter/Writer)

- Draft and publish daily news articles for the PAP website and media outlets in line with institutional editorial guidelines.
- Produce feature articles summarizing key outcomes and discussions at the end of each parliamentary sitting.
- Collaborate with senior staff to develop interview questions and content angles for Members of Parliament (MPs) and Bureau members.
- Conduct interviews (including on-camera where required) with MPs, delegates, and stakeholders.
- Ensure accuracy, clarity, and consistency in all written content produced.

6. Expected Deliverables

The Consultants shall deliver:

- Continuous real-time social media updates throughout the session.
- A series of daily social media posts, including highlights, key messages, and multimedia content.
- Short video clips and digital content produced and uploaded in coordination with the media team.
- Daily news articles published on the PAP website and shared with media stakeholders.
- Feature articles summarizing key outcomes of parliamentary sittings.
- A collection of interviews and human-interest stories featuring MPs and stakeholders.
- A final compilation/report of all content produced during the assignment.

7. Consultancy Cost

The consultant will receive a daily remuneration of **USD 100.00**. Total payment will be based on the number of days worked and duly approved.



8. Reporting

The Consultants will report to the Head of the Media and Communications Unit (or designated official).

9. Required Qualifications and Experience

- A Diploma or Degree in Journalism, Communications, Media Studies, Digital Media, or a related field.
- Minimum of 3–5 years of professional experience in content creation, journalism, or digital communications.
- Proven experience in:
 - Social media management and digital content production
 - News writing, reporting, and editing
- Strong writing and storytelling skills, with the ability to produce content under tight deadlines.
- Experience using social media management and analytics tools.
- Familiarity with multimedia content production, including basic video scripting and coordination.
- Excellent communication and interpersonal skills.
- Ability to work in a fast-paced, high-pressure environment.
- Familiarity with the South African and African media landscape is an added advantage.

10. Languages:

- Proficiency in one of the AU working languages (Arabic, English, French, Kiswahili, Portuguese, and Spanish) is mandatory and fluency in another AU language is an added advantage.

10. DEADLINE AND SUBMISSION ADDRESS

- Expressions of interest must be delivered in a written form to <http://www.papsupport.org> by **21 April 2026 – 10:00** (South Africa Time)

11. SUBMISSION OF EXPRESSIONS OF INTEREST

Interested individual consultants must submit:

PAN-AFRICAN PARLIAMENT

البرلمان الأفريقي



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- Detailed CV
 - Copies of academic and professional certificates
 - Cover Letter