

## **Consultancy to support the development and revamping of methodologies, data analytics and strategies to improve the technical rigor of projects during preparation, focused on ensuring successful execution and improving the attainment of results.**

### **Post of Duty: TBD**

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

### **Background and Justification**

The IDB Group Institutional Strategy, Transforming for Scale and Impact, emphasizes the importance of achieving meaningful scale and development impact through enhanced effectiveness. The proposed Development Effectiveness Policy Framework highlights that effectiveness is a shared responsibility within the IDB and, critically, must extend to our clients. Ideally, we aim to advance the "last mile," where the IDB and borrowers collaborate closely to design projects grounded in an evidence-based theory of change, and jointly implement a proactive and adaptive project management with a focus on results. This TC aim to move this agenda forward by: (i) providing foundational tools for IDB stakeholders to embrace a culture of results, (ii) aligning priorities and initiatives among operations stakeholders, and (iii) expanding clients monitoring and evaluation capacities.

Achieving tangible development results is a shared responsibility between the Bank and the borrower. Based on an in-depth portfolio analysis, the IDB should focus on the following key areas to strengthen collaboration with its counterparts:

- **Designing and Promoting Evidence-Based Projects:** Prioritizing projects with a clear and robust theory of change grounded in evidence is essential. Providing a simple explanation of a project's logic and selecting appropriate indicators are critical for effectively communicating development objectives to executing units in the field.
- **Implementing a Results-Based Management Model:** It is crucial to develop tools that support a results-based approach, evaluating a project's physical and financial progress in terms of its ability to achieve development objectives. While the IDB is already advancing tools to implement this model jointly with clients, further efforts are needed to align priorities, integrate various components, and ensure all tools are centered on delivering better service to the client.
- **Strengthening Client Capacity for Monitoring and Evaluation:** The cornerstone of this model's effectiveness lies in building the capacity of clients and their executing units to monitor and evaluate results effectively.

Project Execution agencies (PEAs) play a pivotal role in achieving the intended impacts of development projects, as they oversee daily execution. To enhance client ownership, it is essential to understand their priorities and capacity for Results-Based Management (RBM). However, there is limited knowledge about their internal structure, motivations, and decision-making processes. A recent IDB survey<sup>1</sup> revealed that while PEAs use key performance indicators to monitor their performance, these metrics often emphasize outputs and financial disbursements rather than broader developmental outcomes. Strengthening results ownership within PEAs and fostering a deeper understanding and commitment to project theories of change are critical to improving their effectiveness. Management has introduced significant innovations to provide

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<sup>1</sup> Mejía, C. A., Carrizo, G. I. C., Martínez-Carrasco, J., Cerda, M., Kang, M., Villalba, H., & Yépez, C. (2024). Unveiling the IDB's Project Executing Units: Performance Indicators, Results-Based Management, and Demand for Knowledge.

agile tools that enhance effective project management. The IDB Client Portal now offers up-to-date solutions for project supervision, payment processing, and contract management. However, the key challenge lies in fostering a cultural shift toward tracking project progress with a results-oriented approach. This Technical Cooperation (TC) will play a pivotal role in building the capacity of executing units in results-based project management while consolidating the model for portfolio reviews with clients at the country level.

**About this position**

The consultancy aims to support the development and enhancement of methodologies, data analytics, and strategies to improve the technical rigor of project preparation. The focus will be on ensuring successful execution and enhancing the attainment of results.

**Scope of Work**

The consultant will be responsible for developing the following tools and activities:

1. **Evidence Gap Maps:** Develop evidence gap maps using country-specific data to support IDB counterparts in selecting and designing effective policies.
2. **Sector-Specific Results Indicator Catalogs:** Create catalogs of results indicators tailored to specific sectors, aiding in the monitoring and evaluation of effective policies in the region.
3. **Economic Analysis Prototypes:** Design robust prototypes for economic analysis of investment operations, enabling the assessment of policy intervention efficiency and contributing to improved allocative efficiency of public expenditures in client countries.

**What you'll do:**

The consultant(s) will be responsible for developing the following tools and activities:

1. **Evidence Gap Maps:** Develop evidence gap maps using country-specific data to support IDB counterparts in selecting and designing effective policies.
2. **Sector-Specific Results Indicator Catalogs:** Create catalogs of results indicators tailored to specific sectors, aiding in the monitoring and evaluation of effective policies in the region.
3. **Economic Analysis Prototypes:** Design robust prototypes for economic analysis of investment operations, enabling the assessment of policy intervention efficiency and contributing to improved allocative efficiency of public expenditures in client countries.

**Deliverables and Payments Timeline:**

This consultancy has three specific deliverables

Deliverable	Description	Deadline	Payment
Deliverable 1	Design a detailed implementation plan with specific timelines and deliverables	One (1) week after the date of signature of the contract	10%

Deliverable 2	A set of evidence gap maps tailored to priority sectors and countries, accompanied by a methodology note detailing the approach and data sources used with recommendations for applying these maps to inform policy design and selection	3 months after the date of signature of the contract	20%
Deliverable 3	Comprehensive catalogs of indicators for selected sectors, including definitions, methodologies for measurement, and data sources with a guidance document on how to use the catalogs for monitoring and evaluation purposes	6 months after the date of signature of the contract	30%
Deliverable 4	Prototypes for robust economic analyses of investment operations, including templates and illustrative examples for different types of interventions with a technical guide detailing methodologies and assumptions for conducting these analyses.	12 months after the date of signature of the contract	30%
Deliverable 5	Final report with recommendations for Suggestions for institutionalizing the developed tools and methodologies within IDB operations.	14 months after the date of the signature of the contract	10%

**Reporting Requirements:** Deliverables should be sent on the specific dates outlined above no later than 18:00 (Washington, D.C time). These should be prepared in English or Spanish as agreed with project team and delivered in an editable format.

**Acceptance Criteria:** The deliverables will be accepted given they meet the quality criteria set during the planification stages of this consultancy.

**What you'll need**

**Education:** Advanced degree (Master’s or PhD preferred) in Economics, Public Policy, Data Science, Business Administration, Statistics, or a related field.

**Competencies:**

**Technical Expertise**

- Strong background in policy analysis, data analytics, and economic modeling.
- Proficiency in designing and applying evidence gap maps and results frameworks.
- Expertise in economic evaluation methods, including cost-benefit and cost-effectiveness analyses.

### **Analytical and Research Skills**

- Advanced skills in quantitative and qualitative research methodologies.
- Ability to analyze large datasets and draw actionable insights.
- Knowledge of sector-specific indicators and international development benchmarks.

### **Experience**

At least 8 years of experience in policy analysis, program evaluation, or economic research in the context of development projects. Experience working with international financial institutions (e.g., IDB, World Bank) or government agencies is highly desirable.

**Languages:** Proficiency in English and Spanish, spoken and written. - Choose an item.

### **Key skills:**

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

### **Requirements:**

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

### **Type of contract and duration:**

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Supervision and Reporting:** This consultancy will be under the supervision of VPS/VPS and VPC/VPC.
- **Length of contract:** 15 months
- **Work Location:** Remote.

### **What we offer**

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- A **competitive compensation** package.
- A flexible way of working. You will be evaluated by deliverable.

### **Our culture**

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We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at [diversity@iadb.org](mailto:diversity@iadb.org) to request reasonable accommodation to complete this application.

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## **Consultancy to develop strategies at both the country and sector levels, aimed at proactively addressing delays and complexities in project execution.**

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### **About this position**

The objective of this consultancy is to develop actionable strategies at the country and sector levels to proactively mitigate delays, resolve execution complexities, and enhance the performance and outcomes of IDB projects.

The consultancy aims to:

1. Analyze existing challenges and bottlenecks in project execution.
2. Develop strategic frameworks and action plans to address these challenges proactively.
3. Propose mechanisms for operationalizing these strategies, including capacity-building initiatives and monitoring systems.

### **What you'll do:**

The consultant(s) will be responsible for developing the following tools and activities:

#### **Diagnostic Analysis:**

- Assess current execution challenges, including institutional, financial, and operational bottlenecks, across selected countries and sectors.
- Map key stakeholders, processes, and workflows contributing to delays and complexities.

#### **Strategy Development:**

- Develop tailored strategies for both country and sector contexts to proactively address identified challenges.
- Propose innovative solutions, such as enhanced coordination mechanisms, risk management frameworks, and streamlined approval processes.

#### **Implementation Roadmap:**

- Design a step-by-step implementation roadmap for the proposed strategies, including timelines, resource requirements, and milestones.
- Identify key performance indicators (KPIs) to monitor the impact of the strategies.

#### **Capacity-Building Framework:**

- Develop training materials and tools to support institutional capacity-building for project execution teams.
- Conduct workshops or webinars to disseminate strategies and build stakeholder buy-in.

#### **Final Reporting:**

- Prepare a comprehensive report summarizing findings, strategies, and recommendations.
- Include an executive summary and sector-specific recommendations for targeted interventions.

### **Deliverables and Payments Timeline:**

This consultancy has three specific deliverables

<b>Deliverable</b>	<b>Description</b>	<b>Deadline</b>	<b>Payment</b>
Deliverable 1	Design a detailed implementation plan with specific timelines and deliverables	One (1) week after the date of signature of the contract	10%
Deliverable 2	Diagnostic Report. Assessment of challenges and bottlenecks in project execution.	4 months after the date of signature of the contract	20%
Deliverable 3	Strategic Framework and Roadmap: Detailed strategies and implementation plans for both country and sector levels	8 months after the date of signature of the contract	30%
Deliverable 4	Capacity-Building Toolkit	12 months after the date of signature of the contract	30%
Deliverable 5	<b>Final Report:</b> Comprehensive document summarizing all findings, strategies, and recommendations.	14 months after the date of the signature of the contract	10%

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**Competencies:** Proven expertise in diagnosing and resolving project execution challenges. Strong analytical, organizational, and communication skills.. Experience working with international financial institutions (e.g., IDB, World Bank) is highly desirable.

**Experience**

At least 8–10 years of experience in project management, strategy development, or institutional capacity-building, preferably in international development.

**Languages:** Proficiency in English and Spanish, spoken and written. - Choose an item.

**Key skills:**

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## **Consultancy to enhance current supervision and monitoring instruments and processes to maximize projects' impact in the region**

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### **About this position**

The main objective of this consultancy is to enhance and develop cross-cutting instruments and processes to:

- Bolster the planning, monitoring, and supervision capabilities of member countries and IDB counterparts.
- Standardize planning and monitoring processes to align with IDB's broader development effectiveness framework.
- Leverage data and technology to enhance monitoring of the impact of IDB country programs

### **What you'll do:**

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**About IDB Invest**

IDB Invest, a member of the IDB Group, is a multilateral development bank committed to promoting the economic development of its member countries in Latin America and the Caribbean through the private sector. IDB Invest finances sustainable companies and projects to achieve financial results and maximize economic, social, and environmental development in the region. With a portfolio of \$14.1 billion in asset management and 325 clients in 25 countries, IDB Invest provides innovative financial solutions and advisory services that meet the needs of its clients in a variety of industries.

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## **Consultancy to Develop Training Modules for Enhancing Supervision, Monitoring, and Evaluation Capacities in PEUs.**

### **Post of Duty: TBD**

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

### **Background and Justification**

The IDB Group Institutional Strategy, Transforming for Scale and Impact, emphasizes the importance of achieving meaningful scale and development impact through enhanced effectiveness. The proposed Development Effectiveness Policy Framework highlights that effectiveness is a shared responsibility within the IDB and, critically, must extend to our clients. Ideally, we aim to advance the "last mile," where the IDB and borrowers collaborate closely to design projects grounded in an evidence-based theory of change, and jointly implement a proactive and adaptive project management with a focus on results. This TC aim to move this agenda forward by: (i) providing foundational tools for IDB stakeholders to embrace a culture of results, (ii) aligning priorities and initiatives among operations stakeholders, and (iii) expanding clients monitoring and evaluation capacities.

Achieving tangible development results is a shared responsibility between the Bank and the borrower. Based on an in-depth portfolio analysis, the IDB should focus on the following key areas to strengthen collaboration with its counterparts:

- **Designing and Promoting Evidence-Based Projects:** Prioritizing projects with a clear and robust theory of change grounded in evidence is essential. Providing a simple explanation of a project's logic and selecting appropriate indicators are critical for effectively communicating development objectives to executing units in the field.
- **Implementing a Results-Based Management Model:** It is crucial to develop tools that support a results-based approach, evaluating a project's physical and financial progress in terms of its ability to achieve development objectives. While the IDB is already advancing tools to implement this model jointly with clients, further efforts are needed to align priorities, integrate various components, and ensure all tools are centered on delivering better service to the client.
- **Strengthening Client Capacity for Monitoring and Evaluation:** The cornerstone of this model's effectiveness lies in building the capacity of clients and their executing units to monitor and evaluate results effectively.

Project Execution agencies (PEAs) play a pivotal role in achieving the intended impacts of development projects, as they oversee daily execution. To enhance client ownership, it is essential to understand their priorities and capacity for Results-Based Management (RBM). However, there is limited knowledge about their internal structure, motivations, and decision-making processes. A recent IDB survey<sup>4</sup> revealed that while PEAs use key performance indicators to monitor their performance, these metrics often emphasize outputs and financial disbursements rather than broader developmental outcomes. Strengthening results ownership within PEAs and fostering a deeper understanding and commitment to project theories of change are critical to improving their effectiveness. Management has introduced significant innovations to provide agile tools that enhance effective project management. The IDB Client Portal now offers up-to-date solutions for project supervision, payment processing, and contract management. However, the key challenge lies in fostering a cultural shift toward tracking project progress with a results-oriented approach.

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<sup>4</sup> Mejía, C. A., Carrizo, G. I. C., Martínez-Carrasco, J., Cerda, M., Kang, M., Villalba, H., & Yépez, C. (2024). Unveiling the IDB's Project Executing Units: Performance Indicators, Results-Based Management, and Demand for Knowledge.



This Technical Cooperation (TC) will play a pivotal role in building the capacity of executing units in results-based project management while consolidating the model for portfolio reviews with clients at the country level.

**About this position**

The objective of this consultancy is to develop training modules for enhancing results-based supervision, monitoring, and evaluation capacities in PEUs. These modules should consider up-to-date information on the new instruments and tools that the IDB is developing to support PEUs. Among others, it should include the following modules: (i) theory of change, (ii) results matrix; (iii) start-up plan; (iv) semiannual reports and supervision plans; (iv) results-based country portfolio review; among others.

The consultancy aims to:

1. Review the IDB VPC and VPS effectiveness plans to map all relevant modules.
2. Develop a pedagogical strategy to train PEUs on this material. It should include a proposal on the relevant number of modules, its content, and how can they be combined.
3. Implement at least 2 in-person training sessions with PEUs.
4. Generate the virtual version of each of the modules.

**What you'll do:**

The consultant(s) will be responsible for developing the following tools and activities:

**Diagnostic Analysis:**

- Review the IDB VPC and VPS effectiveness plans to map all relevant modules.
- Conduct interviews with executing units to gain insight into the needs of PEUs and their current knowledge of results-based management practices.

**Strategy Development:**

- Develop a comprehensive pedagogical strategy to train PEUs.
- It should include a proposal on the relevant number of modules, its content, and how can they be combined.

**Implementation Roadmap:**

- Implement at least 2 in-person training sessions with PEUs.
- Generate the virtual version of each of the modules.

**Final Reporting:**

- Prepare a comprehensive report summarizing findings, strategies, and recommendations.

**Deliverables and Payments Timeline:**

This consultancy has three specific deliverables

<b>Deliverable</b>	<b>Description</b>	<b>Deadline</b>	<b>Payment</b>
Deliverable 1	Design a detailed implementation plan with specific timelines and deliverables	One (1) week after the date of signature of the contract	10%

Deliverable 2	Diagnostic Report. Review the IDB VPC and VPS effectiveness plans to map all relevant modules. PEU's relevant knowledge state of the art.	4 months after the date of signature of the contract	20%
Deliverable 3	Strategy Development. Comprehensive pedagogical strategy delivered and approved	8 months after the date of signature of the contract	30%
Deliverable 4	Implementation. Delivered the virtual version of each module	12 months after the date of signature of the contract	30%
Deliverable 5	<b>Final Report:</b> Comprehensive document summarizing all findings, strategies, and recommendations.	14 months after the date of the signature of the contract	10%

**Reporting Requirements:** Deliverables should be sent on the specific dates outlined above no later than 18:00 (Washington, D.C time). These should be prepared in English or Spanish as agreed with project team and delivered in an editable format.

**Acceptance Criteria:** The deliverables will be accepted given they meet the quality criteria set during the planification stages of this consultancy.

### **What you'll need**

**Education:** Master's in Public Administration, Project Management, Development Studies, Economics, or a related field.

**Competencies:** Proven expertise in diagnosing and resolving project execution challenges. Strong analytical, organizational, and communication skills. Experience working with international financial institutions (e.g., IDB, World Bank) is highly desirable.

### **Experience**

At least 8–10 years of experience in project management, strategy development, or institutional capacity-building, preferably in international development.

**Languages:** Proficiency in English and Spanish, spoken and written. - Choose an item.

### **Key skills:**

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

### **Requirements:**

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

### **Type of contract and duration:**

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Supervision and Reporting:** This consultancy will be under the supervision of VPS/VPS and VPC/VPC.
- **Length of contract:** 15 months
- **Work Location:** Remote.

### **What we offer**

The IDB group provides benefits that respond to the different needs and moments of an employee's life. These benefits include:

- A **competitive compensation** package.
- A flexible way of working. You will be evaluated by deliverable.

### **Our culture**

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions. Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at [diversity@iadb.org](mailto:diversity@iadb.org) to request reasonable accommodation to complete this application.

**Our Human Resources Team reviews carefully every application.**

### **About the IDB Group**

The IDB Group, composed of the Inter-American Development Bank (IDB), IDB Invest, and the IDB Lab offers flexible financing solutions to its member countries to finance economic and social development through lending and grants to public and private entities in Latin America and the Caribbean.

### **About IDB**

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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### **About IDB Lab**

Is the innovation laboratory of the IDB Group. We mobilize financing, knowledge, and connections to drive innovation for inclusion in Latin America and the Caribbean. We believe innovation is a powerful tool that can transform our region, providing today unprecedented opportunities to populations that are vulnerable due to economic, social, or environmental factors. IDB Lab has a commitment to gender quality and diversity as part of its development mandate. The Strategy and Impact unit supports IDB Lab in the development of strategy, connections and knowledge, and impact measurement and reporting.

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## **Consultancy to generate a dissemination strategy for new instruments and processes aiming to bolster PEUs results-based management capabilities**

### **Background and Justification**

The IDB Group Institutional Strategy, Transforming for Scale and Impact, emphasizes the importance of achieving meaningful scale and development impact through enhanced effectiveness. The proposed Development Effectiveness Policy Framework highlights that effectiveness is a shared responsibility within the IDB and, critically, must extend to our clients. Ideally, we aim to advance the "last mile," where the IDB and borrowers collaborate closely to design projects grounded in an evidence-based theory of change, and jointly implement a proactive and adaptive project management with a focus on results. This TC aim to move this agenda forward by: (i) providing foundational tools for IDB stakeholders to embrace a culture of results, (ii) aligning priorities and initiatives among operations stakeholders, and (iii) expanding clients monitoring and evaluation capacities.

Achieving tangible development results is a shared responsibility between the Bank and the borrower. Based on an in-depth portfolio analysis, the IDB should focus on the following key areas to strengthen collaboration with its counterparts:

- **Designing and Promoting Evidence-Based Projects:** Prioritizing projects with a clear and robust theory of change grounded in evidence is essential. Providing a simple explanation of a project's logic and selecting appropriate indicators are critical for effectively communicating development objectives to executing units in the field.
- **Implementing a Results-Based Management Model:** It is crucial to develop tools that support a results-based approach, evaluating a project's physical and financial progress in terms of its ability to achieve development objectives. While the IDB is already advancing tools to implement this model jointly with clients, further efforts are needed to align priorities, integrate various components, and ensure all tools are centered on delivering better service to the client.
- **Strengthening Client Capacity for Monitoring and Evaluation:** The cornerstone of this model's effectiveness lies in building the capacity of clients and their executing units to monitor and evaluate results effectively.

Project Execution agencies (PEAs) play a pivotal role in achieving the intended impacts of development projects, as they oversee daily execution. To enhance client ownership, it is essential to understand their priorities and capacity for Results-Based Management (RBM). However, there is limited knowledge about their internal structure, motivations, and decision-making processes. A recent IDB survey<sup>5</sup> revealed that while PEAs use key performance indicators to monitor their performance, these metrics often emphasize outputs and financial disbursements rather than broader developmental outcomes. Strengthening results ownership within PEAs and fostering a deeper understanding and commitment to project theories of change are critical to improving their effectiveness. Management has introduced significant innovations to provide agile tools that enhance effective project management. The IDB Client Portal now offers up-to-date solutions for project supervision, payment processing, and contract management. However, the key challenge lies in fostering a cultural shift toward tracking project progress with a results-oriented approach. This Technical Cooperation (TC) will play a pivotal role in building the capacity of executing units in results-based project management while consolidating the model for portfolio reviews with clients at the country level.

### **About this position**

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<sup>5</sup> Mejía, C. A., Carrizo, G. I. C., Martínez-Carrasco, J., Cerda, M., Kang, M., Villalba, H., & Yépez, C. (2024). Unveiling the IDB's Project Executing Units: Performance Indicators, Results-Based Management, and Demand for Knowledge.

The objective of this consultancy is to generate a dissemination strategy for new instruments and processes developed by VPS and VPC aiming to bolster PEUs results-based management capabilities. The consultancy aims to:

1. Knowledge Dissemination: Develop videos and infographics that succinctly and impactfully present the new instruments and processes to PEUs, contributing to instilling a culture of impact among our clients.
2. Generating Impact: Ensure the dissemination of audiovisual products through the Bank's channels, measuring their reach and effectiveness. It should use the main channel of communication with IDB PEUs: the Client Portal.

### **What you'll do:**

The consultancy will be responsible for developing the following tools and activities:

#### **Diagnostic Analysis:**

- Interview VPC and VPS effectiveness focal points to gain a complete understanding of the relevant instruments and processes to be included in the dissemination campaign.
- Coordinate with the training team the dates for which the infographics should be ready for deployment.
- Prepare a report with an action plan with exact dates to deliver audiovisual material.

#### **Knowledge Dissemination Material:**

- Develop videos and infographics that succinctly and impactfully present the new instruments and processes to PEUs.

#### **Generating Impact:**

- Ensure the dissemination of audiovisual products through the Bank's channels, measuring their reach and effectiveness. It should use the main channel of communication with IDB PEUs: the Client Portal.

#### **Final Reporting:**

- Prepare a comprehensive report summarizing findings, strategies, and recommendations.

### **Scope of Services**

**1. Preproduction:** In collaboration with the teams from the Vice Presidency for Sectors and Knowledge (VPS/VPS) and the IDB's Communications Division (DCC), the consulting firm must propose a concept for the video series, develop innovative formats, and prepare scripts with the key messages for each video.

**2. Scriptwriting and Editing:** The firm will be responsible for proposing a narrative structure for the videos. Additionally, it must edit the raw footage, including visuals, sound, and music, ensuring that the content effectively conveys the key contribution of each instrument and process.

**3. Postproduction and Delivery:** The firm will integrate animated graphics, perform color correction and sound mixing, and export the final pieces in the required formats. A delivery schedule must be created, including deadlines for review of edits, in coordination with the IDB team. The raw material must also be delivered for the Bank's archive and for future nonprofit productions using the institution's branding.

**4 Infographic Production:** The firm or consultant will design and animate infographics to be used in public presentations.

**5 Translation:** All audiovisual materials must be available in English, Portuguese and Spanish, with subtitled versions in Portuguese French. The firm or consultant will be responsible for ensuring the quality of the translations and their alignment with the established messages.

**Deliverables and Payments Timeline:**

This consultancy has three specific deliverables

<b>Deliverable</b>	<b>Description</b>	<b>Deadline</b>	<b>Payment</b>
Deliverable 1	Diagnostic Analysis. Report delivered and approved.	3 months after the date of signature of the contract	30%
Deliverable 2	Knowledge Dissemination Material. Audiovisual material delivered and approved	5 months after the date of signature of the contract	30%
Deliverable 3	Generating Impact. Dissemination campaign through the Client Portal channel implemented	8 months after the date of signature of the contract	30%
Deliverable 4	<b>Final Report:</b> Comprehensive document summarizing all findings, strategies, and recommendations.	10 months after the date of the signature of the contract	10%

**Reporting Requirements:** Deliverables should be sent on the specific dates outlined above no later than 18:00 (Washington, D.C time). These should be prepared in English or Spanish as agreed with project team and delivered in an editable format.

**Acceptance Criteria:** The deliverables will be accepted given they meet the quality criteria set during the planification stages of this consultancy.

**Requirements for the Consulting Firm and Key Team**

**1 Experience and Technical Knowledge:** The firm must have extensive expertise in audiovisual tools and specialized software for recording, editing, and post-production of audiovisual content. Prior experience in audiovisual communication projects for international organizations or public and private entities is essential.

**2 Proposal for Innovative Products:** The firm is expected to propose editorial solutions and innovative, trendsetting audiovisual products aligned with best practices in digital communication. The goal is to enhance project visibility and create a positive impact on the audience.

**3 Narrative and Storytelling Skills:** The firm must demonstrate the ability to tell compelling and effective stories through editorial or audiovisual products.

**4 Planning and Organization:** The consulting firm must be capable of planning and organizing each stage of the project, from preproduction to postproduction. This includes developing a detailed production plan, creating a work schedule, and ensuring adherence to deadlines and budgets.

**5 Technical Competencies:** Advanced technical knowledge is required in recording equipment (cameras, microphones, drones), editing software (e.g., Adobe Premiere, Final Cut Pro, DaVinci Resolve), and post-production techniques (animated graphics, color correction, and sound mixing). The firm must also be skilled in delivering audiovisual content in various formats (16:9, 9:16, 4:3).

### **Composition of the Key Team**

**1 Audiovisual Producer:** Extensive experience in coordinating and executing large-scale audiovisual projects. Advanced planning and organizational skills to develop effective production plans and coordinate teams across multiple locations. Ability to manage multiple projects and ensure the timely delivery of high-quality products.

**2 Director of Photography and Editor:** Proficiency in operating recording equipment and advanced filming techniques. Expertise in video and photo editing, including the use of specialized software, and the ability to apply color correction, sound mixing, and graphic animation. Prior experience creating audiovisual materials for campaigns and editorial products.

**3 Scriptwriter and Content Creator:** Experience in developing scripts and audiovisual narratives for documentaries, institutional videos, or promotional content. Ability to synthesize key messages and adapt content for different audiences. Skilled in working closely with the technical team and client to ensure the script aligns with project objectives.

**4 Digital Communication and Data Storytelling Specialist:** Expertise in digital communication trends and developing strategies to disseminate audiovisual and infographic products across traditional and digital platforms. Capability to innovate and test new tools and communication formats. A client-focused approach, with strong collaboration and knowledge-sharing skills for team and client interactions.

### **Our culture**

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions. Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.



We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at [diversity@iadb.org](mailto:diversity@iadb.org) to request reasonable accommodation to complete this application.

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