



Call for Consultants: Technical Development of Resource Hub

Terms of Reference

1. Purpose of the consultant contract

The purpose of the consultancy contract is to provide Media Defence with an online resource hub which will be populated with resources for lawyers working on digital rights and freedom of expression online.

2. Background

Media Defence's vision is a world where journalists no longer face legal challenges that threaten their ability to report freely and independently on issues of public interest, allowing citizens to be better informed, able to hold those in power to account.

Media Defence's mission is to ensure legal protection of journalists and media workers under threat for reporting on issues of public interest, in the belief that freedom of expression is essential.

The Digital Rights Advocates Project aims to support lawyers litigating digital rights and freedom of expression cases in East, West and Southern Africa. Among the activities in this project are litigation surgeries to increase the knowledge, skills and confidence of lawyers taking cases to national and regional courts. The Resource Hub will be a space for Media Defence to continue to support the network of lawyers who have participated in the Litigation Surgeries by providing useful resources for the cases they are working on.

3. Resource Hub

Media Defence is looking to hire a consultant to develop an open access multimedia Resource Hub which will provide a basis for the network of lawyers to refresh their knowledge and find relevant material for their cases. The development of the Resource Hub is part of the Digital Rights Advocates Project and will be focused on digital rights and freedom of expression online in East, West and Southern Africa. It will be open, accessible and searchable with content that can easily be copied and pasted into legal briefs. The Resource Hub will work in conjunction with an eReader which is currently under development which will contain some of the long form content, such as modules and manuals, for the Resource Hub.

The key requirements are:

- The Resource Hub will be linked to Media Defence's main website through a subfolder using WordPress multisite.
- Resources must be easily uploaded through the backend.
- The Resource Hub will have an additional partitioned section of the website only accessible through login details for sharing materials for participants of webinars.
- The Resource Hub will work in conjunction with an eReader which is currently under development.
- It should be developed as a modular system for future expansion.

- The data in the public-facing area can be stored on the website, however, data in the partitioned area is sensitive and therefore must be encrypted and secure - both in terms of data that is stored and transmitted.
- The choice of platform must be portable so that we can run it on a local server as well as in the cloud as needed.
- Excellent validation is required to protect and prevent malicious use of the upload or other functions.
- A backup/restore capability is ideally required in case of accidental deletion or corruption.
- Integration with other formats and annotation tools would be useful.
- A method to update/upgrade in line with security requirements is essential.
- Any implementation/coding should be fully documented including testing and integration details.

Media Defence has published a separate call for the curation and development of the content for the Resource Hub.

4. Expected timeline

- 1 July: Deadline for submission of proposal
- 15 July: Successful proposal will begin
- 30 November: Launch

5. Expected profile

- Demonstrated experience and technical expertise in developing subfolders using Wordpress multisite.
- Availability to provide the deliverables within the expected timeline.

6. How to apply

Please submit the following documents to hannah.stoate@mediadefence.org by 1 July 2020:

- A 2-page proposal including:
 - A formal scope definition and specification
 - Key dates and timelines for the project
 - You/your organisation's technical experience developing similar tools.
 - Identification of key milestones/success criteria within the project plan is essential.
- Quotation/itemised budget in GBP (£), for both technical development and content upload.
- At least one example of a similar project developed by you/your organisation.

If you have any questions regarding the Terms of Reference, please contact hannah.stoate@mediadefence.org.