



Terms of References for Technical Editor

1. Introduction

The Nile Basin Initiative is a Regional Organization that seeks to develop the Nile Basin in a cooperative manner, promote sharing of transboundary benefits, and promote regional peace and stability. The core functions of the Nile Basin Initiative are promotion of Basin Cooperation, Water Resources Management and Water Resources Development.

A Technical Editor, or a Technical Author will translate complex ideas into easily understandable technical messages. The editor should have a solid track record of producing engaging and effective technical content within a specific field. They need to show a working knowledge of software programs including authoring, graphic and presentation tools. Experience in project management is beneficial for roles with more responsibility.

2. Contextual background

The Nile Basin Initiative has established itself as a Centre of Excellence in generating knowledge on management and development of transboundary Water resources of the Nile. Over the years, since the formation of NBI in 1999, many programs and projects, mainly targeting developing capacity in transboundary water resources management and development, have been implemented. These interventions technical and non-technical publications have been developed and are informing the policy and practice in the basin. The quality of these products requires to be enhanced to match the expectations of audiences and readers of these products.

3. Objective

To ensure review of technical documents of NBI to be published are factual, accurate, consistent, and compliant to high standards of articulation with clarity of content, presentation, and devoid of plagiarism.

4. Scope of Work

- (i) Desk review and familiarity with the NBI key documents such as the NBI 10 Year Strategy 2017 – 2027, NBI Basinwide Program II, and strategic plans for SAPs.
- (ii) Review technical products of NBI to ensure that these are consistent and technically informative and add value to the body of knowledge in their area of expertise.
- (iii) Engage the subject matter specialist to brainstorm on the products and harmonize the contents.
- (iv) Undertake objective analysis, listening with verbal reasoning to assess client's needs or direction.
- (v) Expert application of syntax and punctuation, regarding language as it pertains to the field or subject area.
- (vi) Collaborative, being aware of the relative responsibilities of Designers, Developers or Publicists
- (vii) Word processing in both remote and in-house software including the use of spellcheckers, stylebooks, and HTML.

- (viii) Targeting, using market research and analysis to assess the specific audience of any document they create.
- (ix) Time management, project planning and execution

5. Deliverables

Main deliverables are edited versions of: -

- (i) NBI Basin Wide Program II
- (ii) Nile Basin Management Plan
- (iii) Nile Basin Investment Program Document
- (iv) Strategy for National Transboundary Water Policy
- (v) NBI Capacity Development Strategy

6. Timeframe

The assignment is envisaged to be 45 days spread over 9 months. The starting date is 1st October 2023 and ends 30th June 2024.

7. Reporting

The Technical Editor will be reporting to the Deputy Executive and Head of Basin Wide Program on the overall implementation and to the Program Officer on a day-to-day basis.

8. Requirements/Qualifications

- An advance degree in water resources management or related fields, international development, Economics, Public Policy, Journalism, or other related fields, with a minimum of two years of practical experience, or the equivalent combination of education and experience.
- Outstanding writing skills with an ability to convey complex ideas in creative and clear prose.
- Knowledge of the Nile Basin is essential, and familiarity with sensitivities of the complex issues is highly desirable.
- Experience with corporate social media outreach is highly desirable.
- Ability to prioritize, work well under pressure, and handle multiple tasks within tight deadlines without sacrificing quality.
- Proactive self-starter who can work independently with limited supervision and can work cooperatively and collaboratively in a team environment.
- Excellent attention to detail

9. Duration

The consultant will run for a period of nine calendar months, effective from 1st September 2024 to 30th May 2025, with possibility of renewal once depending on availability of funds, performance and needs of services. He/she will be based at Nile-SEC office in Entebbe, Uganda.

10. How to apply

Interested applicants are advised to submit an electronic application to the following email address wrmconsult@nilebasin.org. The application/cover letter along with a detailed curriculum vitae should reach the NBI Secretariat no later than 12 00 pm (Local time in Entebbe) by 2nd August 2024. Women are strongly encouraged to apply.