



TERMS OF REFERENCE (TOR) FOR A VOICE-OVER ARTIST

Biovision Africa Trust (BvAT) seeks to recruit competent and highly motivated consultant for Production of Voice-Over Narration for a video.

About Biovision Africa Trust

Established in 2009 and headquartered at the *icipe* campus in Nairobi, Biovision Africa Trust (BvAT) is a Pan-African not-for-profit organization dedicated to alleviating poverty and enhancing the livelihoods of smallholder farmers. We serve as a leading catalyst for the agroecological transformation of African agri-food systems by bridging the gap between scientific research and practical, farmer-led solutions through robust knowledge dissemination and capacity building. Our continental impact is driven through the Farmer Communication Programme in East Africa, the AU's Ecological Organic Agriculture (EOA) Initiative, and the Knowledge Centre for Organic Agriculture (KCOA) hubs across all five regions of Africa. Guided by our 2025–2028 Strategic Plan, "Transforming Livelihoods Sustainably in Africa," we focus on six core priorities: strengthening climate resilience, advancing applied research and communication, fostering dynamic market systems, influencing policy reforms, ensuring institutional stability, and deepening strategic partnerships. Ultimately, we are committed to realizing a food-secure Africa where healthy people and thriving environments coexist sustainably.

About the Assignment

Biovision Africa Trust is one of the implementing partners of the Native Plants for Environment and People (Native PEP) project, which is being implemented in selected areas of Kenya and Tanzania.

As part of the project's communication and documentation activities, BvAT is producing a success story video on sustainable rangeland management and seeks to engage the services of a professional Voice-Over Artist to provide narration for a **7-minute video**.

The selected consultant will be responsible for:

- Reviewing the script and selected video footage to understand the storyline and tone of the film.
- Recording professional English voice-over narration based on the approved script.
- Editing and mastering the audio to broadcast-quality standards, ready for integration into the final video.
- Supporting the creative storytelling process by providing professional input on pacing, tone, and delivery where necessary.

BvAT will provide the final script and relevant video materials for reference.

Consultancy Period

The assignment is expected to be completed within one (1) week from the date of contract signing.



Deliverables

The Voice-Over Artist shall provide:

- One draft voice-over recording for review and feedback.
- One final approved voice-over recording incorporating all agreed revisions.
- All audio files submitted in both WAV or MP3 formats.
- Clean, edited, and mastered audio suitable for direct integration into the documentary.

Required Qualifications and Experience

The successful consultant should possess:

- Excellent diction and pronunciation in English.
- Outstanding voice control, tone modulation, and vocal expression.
- Demonstrated ability to adapt narration style and pacing to documentary storytelling.
- At least three (3) years of experience providing professional voice-over services.
- Previous experience working with humanitarian, development, environmental, or non-profit organizations.
- A strong professional work ethic, integrity, and initiative.

Terms of Payment

The consultancy fee and payment schedule will be negotiated and agreed upon before contract signing.

Application Requirements

Interested applicants should submit:

- A financial quotation for the assignment.
- A minimum of three (3) recent voice-over samples, including links to online portfolios or published work.
- An updated curriculum vitae (CV).
- Contact details for three professional referees.

Only applicants who meet the minimum requirements outlined above will be considered.

Assignment Summary

Item	Description
Project	Biovision Africa Trust Video Unit
Position Type	Consultancy



Consultancy Type	Voice-Over Artist
Location	Remote
Duration	One (1) Week
Reporting To	Multimedia Communication Specialist

Application Process

Qualified candidates are invited to submit their application as a single PDF document containing their cover letter and CV, together with the required supporting documents.

Applications should be sent to procurement@biovisionafrica.org with the subject line as: **"Application – Voice-Over Artist Consultancy"**

Application Deadline: 8th July 2026

Only shortlisted candidates will be contacted.

Biovision Africa Trust is an equal opportunity employer.