



**Inviting Expressions of Interest for the development of an online training module on Environment and Climate Change Awareness**

**Closing date and time: Thursday 06 February 2025 by 12.00 PM ICT**

**ABOUT MAG**

The Mines Advisory Group (MAG) is a humanitarian, development, and peacebuilding organisation that limits the causes and addresses the consequences – both immediate and long-term – of conflict and armed violence. We find, remove and destroy landmines, cluster munitions, and other unexploded bombs in places affected by conflict, and work with communities to provide Risk Education sessions to promote awareness of safe behaviours and how to report any sightings of dangerous items. Since 1989, we have helped over 20 million people in 70 countries.

In 2024 MAG published its new 5-year organisational Strategic Framework for the period 2024 – 2028 [mag\\_strategic\\_framework\\_2024-2028\\_final.pdf](#). This strategic framework responds to global change and builds on MAG's organisational maturity and the evolution of its programming. It commits MAG to tackle inequality and to strive to act with ethical, social, and environmental responsibility. With regards to environmental responsibility, it highlights the need to understand, account for and limit, as far as possible, the impact of our operations on the natural environment and climate, recognising the impact of climate change on the world's most vulnerable people.

**OBJECTIVE**

MAG's 2024 -2028 Strategic Framework recognises the key role that humanitarian organisations have to play in addressing the predicaments faced by communities due to the climate and environment crises. In addition to this MAG is also a signatory to the Climate and Environment Charter for Humanitarian Organisations [Signatures - Climate Charter](#). Both commit the organisation to develop innovative responses to working with the vulnerable communities in which it delivers programming to increase their resilience to the impacts of climate change as well as to maximise the environmental sustainability of our work and reduce our greenhouse gas emission.

A key first step to achieving this is fostering culture change. This needs to be based on better organisational understanding of our environmental responsibility and climate change as global, regional and local issues as well as how it intersects with our programming. As an organisation with over 6,000 staff globally this presents a challenge, particularly given the global geographical scope of our programming and the differing impacts of climate change across these.

As a first step in fostering culture change within the organisation MAG would like to produce an e-learning tool as an introduction to Environment and Climate Change and is seeking an external creative agency to lead on the design of this. The e-learning module should be based on a content outline provided by MAG, should be interactive in nature and should not take longer than 1 hour for MAG staff to complete. The following links provide information relevant to content and format):

- **Content:** [EHA Global Training Template - EECentre](#)

- **Format:** [GICHD Training: Training](#) – Introduction to Gender and Diversity in Mine Action (log in required)

## **SCOPE**

The creative agency will undertake the following:

1. Review of outline provided by MAG and finalisation of content with MAG
2. Presentation of design lay out for e-learning module
3. Delivery of e-learning module based on outcome of consultation

## **DURATION**

The project is expected to be delivered between **15<sup>th</sup> February 2025 and 31 March 2025**. Specific milestone timelines providing the initial and final drafts will be agreed upon at the start of the consultancy.

## **ESSENTIAL EXPERIENCE**

The ideal creative agency shall possess the following experiences or qualities:

- Proven experience as a creative agency producing IEC or e-learning materials
- Experience in project management from inception

## **SUBMISSION OF AN EXPRESSION OF INTEREST**

Interested creative agencies should submit the following documents to [procurementla@maginternational.org](mailto:procurementla@maginternational.org) by 12.00 PM ICT Thursday 06 February 2025:

- A cover letter outlining relevant experience and approach to the project
- A portfolio of previous work related to the creative development of e-learning tools / IEC materials
- A proposed budget and timeline for the consultancy

*Please Note that whilst MAG encourages applicants for this EOI internationally, they will be processed through our programme in Lao PDR. As such MAG will retain the withholding tax value and transfer this tax payment to the Government. Withholding tax 5% (USD) will be deducted from the final purchase order/contract value, so please factor this into your total budget.*