



Scope of Work: Basic Filmmaking & Digital Content Creation Training

1. Background

OMDis Town Transformation Agency, through the Oranjemund Art Centre, seeks to provide a short introductory filmmaking course aimed at unemployed youth interested in entering the creative economy. The training should equip participants with practical skills in visual storytelling, video production and content creation using accessible equipment and software.

2. Objective

To deliver a five-day practical training programme that introduces participants to the fundamentals of filmmaking and digital content creation, culminating in the production of a short video project. Include transport to Oranjemund and back in quotation.

3. Scope of Services

The appointed service provider will be required to:

- Design and facilitate a five-day introductory filmmaking training programme.
- Introduce participants to key concepts including storytelling, script development, filming techniques, audio and lighting basics, video editing and content distribution.
- Provide practical, hands-on training using readily accessible equipment, like phones, and software where possible.
- Guide participants through the development, filming and editing of a short video project.
- Introduce participants to potential career and entrepreneurship opportunities within the creative industries.
- Facilitate a final screening or presentation of participant projects.

4. Deliverables

The service provider shall provide:

- A detailed five-day training programme and agenda.
- Training materials and learning resources.
- Facilitation of all training sessions.
- Mentoring and support during practical exercises.
- A final participant video project or group projects.
- Certificates of participation.
- A brief completion report including attendance records, participant feedback and photographs of the training.

Building Futures

REGISTRATION NUMBER 21/2019/0913 DIRECTORS D A BURGLER, M HIANE, R J JACOB, G E GURSELB

OMDis Town Transform Agency

PO Box 903, 19-7th Street

Oranjemund, Namibia

T. +264 63 234 344

www.omdis.co

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5. Target Group

- Approximately 10–20 unemployed youth from Oranjemund and surrounding areas.
- No prior filmmaking experience should be assumed.

6. Duration

The training will be conducted over five consecutive days, with approximately 6–8 training hours per day.

7. Proposal Requirements

Interested service providers should submit:

- A brief methodology and course outline.
- Relevant experience in filmmaking, media production and training.
- CV(s) of facilitator(s).
- Examples of previous work and/or training conducted.
- A detailed cost proposal, including any equipment requirements.

The Art Centre reserves the right to appoint the service provider that offers the best overall value and alignment with the objectives of the programme.



Mia Engelbrecht
Art Centre Coordinator

OMDiS
Building Futures

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PO Box 903, Oranjemund
Namibia
Tel: 063 234 344

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