

VSA Assignment Description

Assignment title	Audio Visual Technician Trainer
Country	Kiribati
Location	Tarawa
Partner organisation	Nei Tabera Ni Kai - Kiribati Video Unit
Duration	10 months



Sustainable Development Goals

41273

1. Assignment goal

Nei Tabera Ni Kai (NTNK) has a functional website where regularly catalogued and archived audio visual materials can easily be accessed by stakeholders.

2. Assignment outcomes

Outcome 1

NTNK has a clear understanding regarding the status of the current audio-visual equipment and the requirements for any necessary upgrade

Outputs

In conjunction with NTNK staff:

- Assess the current status of existing NTNK audio visual equipment against what is needed for ongoing archiving and digital storage and note any gaps
- Provide recommendations regarding the equipment gaps and determine what needs to be purchased and what can be repaired
- Investigate possible international suppliers for the equipment to be purchased and obtain quotes for approval

Outcome 2

All current videos and resources in NTNK's library that are in VHS format are catalogued digitally in the database and are available on the website.

Outputs

Working with NTNK staff and the Kiribati Museum staff:

- Prepare the current video materials and transfer them into digital format
- Create a catalogue with a brief synopsis of each video
- Transfer the newly digitised materials onto the website.

Outcome 3

NTNK and National Archives staff are confidently creating digital files, cataloguing them and uploading them to the website, where they are easily accessible by staff, and stakeholders alike.

Outputs

- Assess the level of skills and knowledge with relation to the processes required to audio visual materials from the master VHS cassettes



- Provide the necessary training and mentoring to relevant staff
- Develop an easy to use manual for creating digital files, cataloguing them and uploading them to the website
- Provide mentoring in the use of this manual, ensuring that staff are confidently able to following this processes

As needs on the ground may change over time, the volunteer is encouraged to review and update the assignment description on arrival and during the assignment in consultation with the partner organisation and VSA programme manager.

3. Reporting and working relationships

The volunteer will report to the NTK Director.

The volunteer and NTK will have an ongoing relationship with the VSA programme manager in terms of assignment monitoring, reporting, professional advice and personal support.

4. Capacity building

Two full time staff will train on the job with the volunteer and they will continue the archiving process until it's successful completion.

A third staff member may be seconded from Kiribati National Archives' Office, Ministry of Education, to undergo the same training, then return to National Archives office to carry out the same processes with Government.

The skills and knowledge will remain in Kiribati with staff members at Nei Tabera Ni Kai Video Unit & The National Kiribati Archives, Ministry of Education

Stakeholders include the Government of Kiribati, all our Communities in our scattered islands from Makin to Arorae & Banaba island in the Kiribati Group & the Kiritimati to Kanton in the Line & Phoenix Group.

Researchers - Nationals and International scholars will find it easier to get information on Kiribati history and way of life well into the future.

5. Person specifications (professional)

Essential

- Demonstrated Audio Visual Technician experience.
- Experience working with audio visual transfer software such as Switch Audio Converter, VIDBOX and VCS2M Video Conversion Suite
- Technical skills for multimedia production and proficiency with computer systems
- Familiarity with editing equipment and software

6. Person specifications (personal)

Essential

- A passion for preservation of historic material
- An easy going nature and ability to adapt to a different work flow
- Willingness to experience new cultures and a different way of living
- Attention to detail
- Strong organisational skills
- Creative and resourcefulness in the face of limited resources



Additional information

Residency status

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

Partner organisation

The volunteer's partner organisation will be Nei Tabera Ni Kai.

Pre-departure briefing

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.

Final appointment

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

Family status

VSA supports partners to accompany volunteers on assignments of six months or longer. However, volunteers with accompanying dependents will not be considered for this assignment.

Fundraising

Volunteers are encouraged to fundraise at least \$1000 with the support of VSA's fundraising team. Accompanying partners are encouraged to raise the same amount. All funds raised will help VSA keep its programmes in action and support future volunteers.

Vaccination requirements

Potential volunteers are advised that VSA's insurers require volunteers to be inoculated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.

Vulnerable Children Act

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Vulnerable Children Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children, and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

Volunteer package

The volunteer's package includes the following:

- **Reimbursements and grants**

1. Volunteers will receive an establishment grant of NZ\$375 to help them set up in their country of assignment. For volunteers with an accompanying partner (whether or not that partner is also a VSA volunteer), VSA will pay an establishment grant of NZ\$550 per couple.
2. For two year assignments, the volunteer will receive a rest and respite grant of NZ\$1000 on completion of the first year.
3. A resettlement grant of NZ\$200 will be paid for each month the volunteer is on assignment. This is payable on completion of the assignment, for up to a maximum of 24 months.
4. The volunteer will receive a monthly living allowance of AUD\$1120.
5. A location grant of NZ\$2000 after 4 months of service.

- **Accommodation**

Basic, comfortable furnished accommodation will be sourced by VSA. In some circumstances volunteers may be asked to share accommodation.



- **Airfares and baggage allowance**

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

- **Insurance**

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

- **Utilities**

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.

Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract prior to departure.

Attachments

Appendix 1: Background to the assignment

Appendix 2: Living situation

Appendix 3: Kiribati



Appendix 1: Background to the Assignment

Assignment focus

The VSA volunteer will contribute to archiving & protecting 22 years of audio and visual production collection from the private collections of Nei Tabera Ni Kai - Kiribati Video Unit for future historical records for the benefit of future generations in Kiribati.

In partnership with NTK and National Archives staff, the volunteer will carry out:

1. Assessment of Unit equipment & identification of new equipment for purchases
2. Train a staff NTK Unit staff & Archives Department of the Ministry of Education to prepare and transfer master copies of audio visual productions for easy access and archiving
3. Train staff on Cataloguing
4. Develop website & upload the Kiribati Productions

Partner organisation

In 1996 the registered NGO was formed. The organisation officially launched in 1997 to provide a medium for allied media for Kiribati. This included audio visual, radio, posters, community guides and teacher's guides.

The local and national government were keen on this medium as it provided and promoted Kiribati culture. To provide user friendly tools for community education and aspects of Kiribati culture. Over 20 years the material has become an important resource for Kiribati history and culture.

NTNK research and produce DVD's (old formats) and distribute it to all of its isolated atolls. Another purpose is to engage adults and youth in the traditional survival (toddy cutting, fishing, cultivating taro, making natural preserves, weaving, thatching, building houses) skills of Kiribati. Health promotion is a fundamental aspect of NTK work.

Organisations and stakeholders accessing the media format include Government, ministries and NGO's as well as communities throughout the scattered island. Other stakeholders include donor partners and the University of Hawaii. There is a potential for partnerships with international media, museums, tourism and schools. All volunteers in Kiribati also receive copies of all productions.

Working situation

The volunteer will be based in Taborio at the NTK office but will be required to travel to other offices in South Tarawa. The office is an air-conditioned open plan office upstairs of Lind Uan's house. It has table and chairs, desk and computers. A flush toilet is available.

Transport on local buses is available throughout Tarawa.



Appendix 2: Living Situation

Kiribati

The Republic of Kiribati is an island nation of 33 islands (32 atolls and one raised coral island) in the Central Pacific Ocean. Kiribati is not a typical holiday destination ' quite the opposite ' the region has few tourist facilities and thus presents the perfect opportunity to step off the beaten path and explore in an old-fashioned way.

Kiribati islands are strewn across 3.5 million square kilometres and cover a total land area of 800 square kilometres. The region consists of three island groups: the Line Islands, Phoenix Islands, and the Gilbert Islands.

Kiribati is a member of the Commonwealth of Nations, the United Nations, the IMF, and the World Bank. The country's population is 116,405 million people with the overwhelming majority being of Micronesian origin. Kiribati's official languages are English and Gilbertese.

The country has few natural resources and is one of the poorest in the world. Kiribati used to be an exporter of phosphates, but since the deposits have run out, its economy has been mostly based on fishing.

Kiribati is a nature lover's paradise. Due to the lack of infrastructure, the beaches in the region could not be less crowded, and if you are prepared to rough it out for a while, your reward will be breathtaking landscapes, crystal clear water, and incredible diving and snorkelling spots. You will probably not find many (if any) long-term expats in the region ' but a short-term stay could be more than beneficial for resetting your mind away from the touristic buzz.

South Tarawa

Tarawa Atoll, in the Gilbert group, is the administrative centre of Kiribati. It is divided into North and South Tarawa, with the majority of services and population located in the south. South Tarawa is very densely populated, with 6,000 people per square kilometre. The area consists of small islets, from Betio in the west, to Bairiki in the east, connected by causeways along the South Tarawa road.

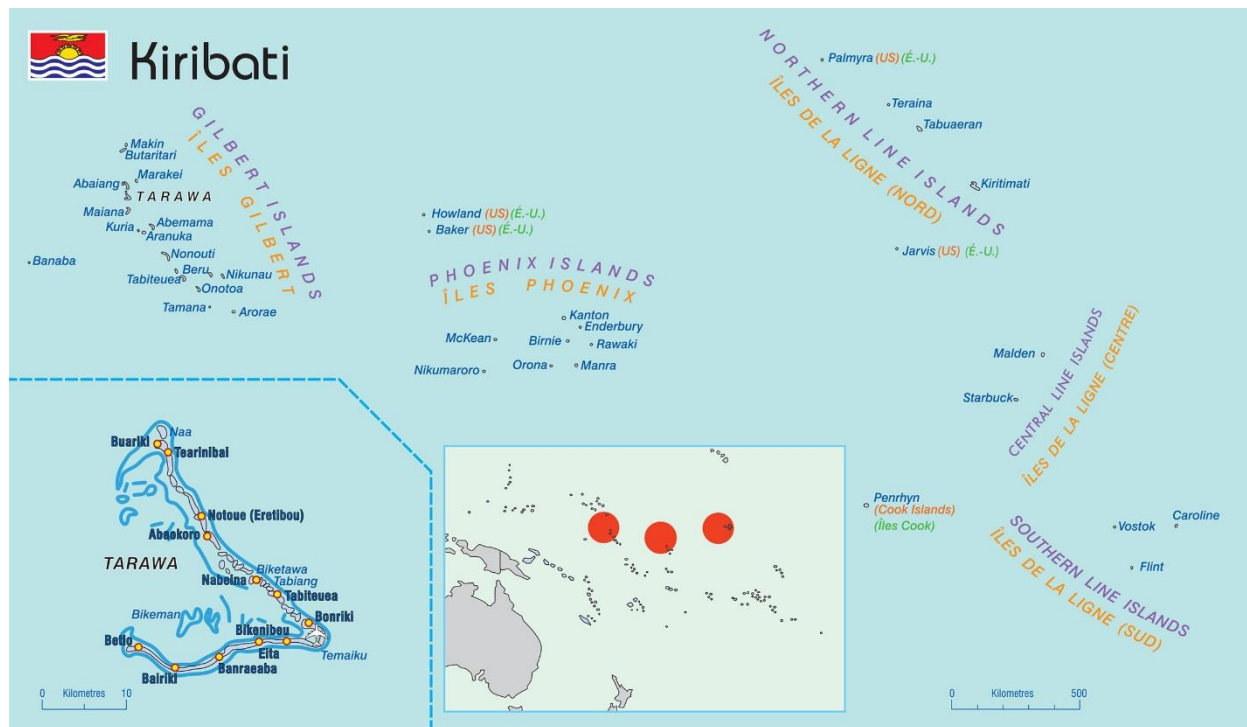
Tarawa has two hospitals, the Tungaru Central Hospital and Betio Hospital, a few health clinics and a medical clinic at the Marine Training Centre (MTC), which volunteers can access. There are a number of supermarkets but supplies of foreign goods are dependent on irregular shipping services and infrequent airfreight for fresh produce. Computer, internet and e-mail services are available at local internet cafés and motels. Kiribati uses the Australian Dollar and long-term volunteers usually open an account with ANZ Kiribati.

Life is generally relaxed but the density of people in Betio can mean a buzz of noise and activity. Kava bars and a few 'nightclubs' tend to be very loud. Music and dance are important aspects of Kiribati culture. Limited space in South Tarawa means limited room to play sports but football, volleyball and basketball as well as traditional i-Kiribati games are played.

The weather in South Tarawa is hot and humid all year round. It has high average rainfalls that can sometimes be unpredictable and can mean many months with almost no rain during the dry season. South Tarawa is prone to flooding and this is often exacerbated by poor irrigation and infrastructure. While outside the cyclone belt, Tarawa can still experience the tail-end effects of cyclones.



Appendix 3: Kiribati



(Map courtesy of the Pacific Community - www.spc.int)

The Republic of Kiribati (pronounced “kee-ree-bas”) became independent in 1979. It has the largest sea-to-land ratio in the world with only 810 square kilometres of land spread over a staggering 3.5 million square kilometres of the Pacific. With a population of 110,136 (2015 census), population density is extremely high with 141 people per square kilometre compared to around 57 worldwide.

Traditionally, power in Kiribati was exercised by the councils of older men, or the *unimwane*. They remain a powerful force and continue to exert a significant influence on the selection of parliamentary candidates. This can place pressure on elected representatives to put local interests ahead of national interests.

Relationships are the core of Kiribati culture and the family is also the central point for education and learning - ranging from techniques for fishing and house building, weaving, cooking and preserving food, traditional medicine, black magic and land management. In most households, there will be resident children who are not born of the parents of the household, but who have come to live with them for one of a range of practical reasons. Children in Kiribati are the community’s responsibility

As the communal extended family is the foundation of Kiribati society, the concept of privacy differs greatly from Western society. Some I-Kiribati are not used to people preferring to spend some time alone, and they may consider that if you are living by yourself you must be lonely and in need of company.

The *maneaba* (community house) is traditionally the centre of community life in Kiribati and still plays an important part in today’s society. This is where community discussions, council meetings and celebrations take place and where important decisions are made.

The majority of the population of Kiribati live in traditional village settings. Village life is strongly orientated around the extended family and the *unimane* (old men) and *unaine* (old women), who continue to play a prominent role in society. Eating, singing and traditional dancing are an important part of I-Kiribati culture and nearly every village has a *maneaba* where people gather for a *botaki* (party). I-Kiribati are generally friendly and courteous to foreigners and are likely to extend invitations to weddings and birthdays.



Although health indicators have improved in recent years Kiribati continues to see the highest infant mortality rate in the Pacific after Papua New Guinea, low life expectancy and a high incidence of nutrition related non-communicable diseases. Tuberculosis and other communicable diseases are a health problem and there are regular outbreaks of dengue fever and occasional cases of leprosy and typhoid.

36% of the population of Kiribati is under the age of 15. As in other Pacific nations, Kiribati has begun to see adolescent reproductive health issues, substance abuse, juvenile offences and increased cases of youth suicide.

Kiribati is in the category of least developed countries. It has few natural resources, with the majority of its economy based on the subsistence lifestyle of its people. A significant of the population survives through fishing. A feature of the Kiribati economy is the large divergence between the balance of trade and the balance of payments. Although exports account for 25% of the cost of imports, the balance of payments is favourable due to transfers on accounts of overseas investments, repatriation of earnings and fishing license fees

Religion plays a very important part in the everyday lives of the I-Kiribati and the church is very active in education and social issues. I-Kiribati contribute a large amount of money (especially considering incomes are not large) to religious causes. Each village has one or more churches and villagers are expected to attend church and other church related activities.

For more information on Kiribati, see:

Government tourism website: <http://www.kiribatitourism.gov.ki/>

Economic overview: <http://data.worldbank.org/country/kiribati>

New Zealand Aid Programme in Kiribati: <https://www.mfat.govt.nz/en/countries-and-regions/pacific/kiribati/>

VSA in Kiribati

VSA's association with Kiribati dates back to 1967. The programme focuses on promoting sustainable economic and urban development and strengthening the public sector. The Kiribati programme is managed from New Zealand by the Polynesia and Kiribati Programme Manager, and by the VSA office in Wellington.

General Security

Volunteers are required to be security conscious and adhere to the advice of their partner organisations, VSA, and the New Zealand High Commission in Tarawa on security matters. If there is a major emergency or should security deteriorate, VSA has established emergency procedures and volunteers will be fully supported by staff in New Zealand. VSA staff or in-country contractors will discuss security measures with the volunteer and develop an individual security plan.

