

Our project team is constructed as per the table s below. Table one is the detailed team chart. Table two identifies our core team and how they add value.

No	Post	Job Specification	LOE	Location
Albany Project management				
1	Project Account Manager	Albany Associates contract management, quality control, delivery and financial oversight. Client and supplier management and liaison.	50%	Mobile
2	Back office support	Contract financial management, budget and payment oversight and reporting.	20%	London
Core staff and Newsroom Team Istanbul and in Syria - Albany				
3	Project Director and News Editor	Project team delivery and management. Strategy and narrative development with M&C Saatchi. Maintaining strategic direction around single proposition. Client and stakeholder management. Senior news editor and local content and production oversight.	100%	Istanbul and mobile to Amman and Dubai
4	News and Insight manager	Lead on news gathering and establishing the news agenda. Initiating, tasking and overseeing investigative reporting. Coordinating cross consortium insight to inform news management and production cycle.	100%	Istanbul and regionally mobile
5	Operations manager	Managing all top down operational matters including logistics, payments and local accounting, distribution, equipment and HR.	100%	Istanbul and regionally mobile
6	Network manager and Senior MAO LO	Managing and animating the local stringer and content and insight collection networks. Managing and tasking the MAO liaison officers and their activities. Managing local and in country network security	100%	Istanbul and regionally mobile
7	M&E Coordinator	Cross consortium coordination and embedding of M&E process, reporting and responsive project adjustment.	25%	Remote and as required
8	Regional MAO LO Idleb	Liaison with MAOs in Idleb region. MAO needs assessment, coordination of advice and guidance, two way tasking and support as required. Insight collection.	100%	In Idleb
9	Regional MAO LO Deraa	Liaison with MAOs in the Deraa region. MAO needs assessment, coordination of advice and guidance, two way tasking and support as required. Insight collection.	100%	In Deraa
10	Regional MAO LO Rural Damascus	Liaison with MAOs in rural Damascus region. MAO needs assessment, coordination of advice and guidance, two way tasking and support as required. Insight collection.	100%	In rural Damascus
11	MO and SNC SME Strategy advisor	High-level liaison with the SNC and Syrian expat politicians. Core narrative facilitation and support in coordination with Syrian opposition political establishment and representation. High level political communications advice and coordination with international community engagements,	10%	As required
12	MAO SME Strategy Advisor	Technical Media and Information Operations strategy and systems advice and training for MAO's. Lead on MAO technical engagement strategy and responsive adjustment.	10%	As required
13	Security and Cyber	Project security advice and monitoring with special emphasis on cyber security.	10%	As required

	SME advisor	Regular reviews, inspections and spot checks of project security procedures.		
Dream Production local stringer and distribution network				
14	Team Manager	Primary interface with newsroom and manager of omnidirectional tasking, content collection, local production and distribution inside Syria.	100%	Gaziantep
15	Team members x 7	Local stringer, journalist, local content production and situational awareness delivery including in Syria distribution, payments and logistics. Management of local platforms.	100%	Gaziantep
16	Stringers, citizen Journalists and videographers x 55	Central local network capability to collect, produce content, video and locally resonant stories. Source of situational awareness and insight. Access to ground truth – activists to be assisted, trained and empowered.	As tasked	Inside Syria. See map
17	Distribution teams x 8	Distribution of print and promotional products and equipment as required.	As reqd	Inside Syria. See map
Production Hub – M&C Saatchi				
18	Project lead	Managing M&C Saatchi project team across all locations, client relations and point of contact and overall editorial guidance.	70%	London, Istanbul, Amman and Dubai
19	Strategy Director	Working across the Consortium to develop and define strategy based on information from ORB insight product and other sources. Keeping the project on strategy.	60%	London
20	Syrian Producer	Responsible for managing the creative production process and mentoring newsroom and local network citizen staff to improve local production values.	60%	Dubai
21	Syrian Creatives x 2	Creative content development within the strategic framework. Editing, developing and improving locally produced content from the in country networks. Devising and developing original content based on in country inspiration or insight direction.	90%	Dubai
22	Local Market Analyst	Local Syrian and regional market insight analysis working with ORB and the Newsroom. Ensuring that all products are culturally sensitive and based on current situational analysis	90%	Dubai and Istanbul
23	Syrian Graphic Designer	Oversight of network design products and the development of original design of all print products, logo's, layouts etc. The designer will also assist in training and mentoring network members.	60%	Dubai
Insight Analysis and Monitoring and Evaluation ORB				
24	M&E Project Director	Overall M&E and AI&E strategy, delivery and supervision.	8%	London
25	M&E/AI&E Leader	Data analysis and reporting	11%	USA
26	Research Executive	Running and establishing polling, focus groups and data collection.	22%	Istanbul and Amman
Enab Baladi – platforms, insight and training				
27	Enab Baladi lead and project coordinator	Liaison and coordination with consortium on Enab Baladi piece of strategy and delivery. PoC for training and capacity building. Poc for idea development and innovation. Advising on situational awareness and local insight. Maintaining project knowledge and understanding of the media landscape and information ecology.	50%	Istanbul and regionally as required

No	Post	Name	CV	Value added
Albany Project management				
1	Project Account Manager	Guy Gabriel	Enclosed	Albany lead on Syria and the Middle East, experienced with Syrian Opposition, knows the terrain, Arabic speaker. SC Cleared
Core staff and Newsroom Team Istanbul and in Syria - Albany				
3	Project Director and News Editor	Adrian Sutton	Enclosed	Expert in news and production, ENG and project management. Long and recent experience of strategic communications and production in the region. Arabic speaker, SC Clearance lapsed but can be reactivated if required.
4	News and Insight manager	Bahia Mardini	Enclosed	Experienced Syrian journalist. Previous experience with Albany on SNC project. Wide local political, journalistic and activist contacts
5	Operations manager	Firas Rajab	Enclosed	Experienced Syrian operations manager until recently working on existing HMG funded 'Grassroots' project.
6	Network manager and Senior MAO LO	Ammer Kourany	Enclosed	Highly experienced inside Syria on humanitarian projects with well-established contact with both civilian and military stakeholders in country until recently working on existing HMG funded Grassroots project.
7	M&E Coordinator	Susan Abbot	Not included	Pro rata Oxford and Annenberg School of Comms, UPenn post-graduate educated and experienced M&E expert. Ensure that the consortium internal evaluation data is collected and reported in coord with ORB as part of our robust M&E framework
8	MO and SNC SME Strategy advisor	John Williams	Enclosed	Pro rata Highly experienced cross government Communications and media advisor. Over 6 years specific experience advising SNC media Operation through Geneva and other peace talks process. Currently on a limited days HMG engagement with the SNC, which this project would leverage and add to.
9	MAO SME Strategy Advisor	Stephen Harley	Enclosed	Pro rata Experienced Media Operations and Info Operations consultant. Wide experience of working with militia based military structures in Somalia. Current Media Ops Army reservist with SC Clearance. Currently on HMG funded project in Somalia but available from September.
10	Security and Cyber SME advisor	Raul Rikk	Not included	Albany Security advisor with specific Cyber security expertise – founder and former director of the NATO Cyber Defence Center of excellence. He will oversee and inspect our Cyber security procedures and practices.
Dream Production local stringer and distribution network				
11	Team Manager + team members	Dream production team in Gaziantep	All CV s enclosed	Highly experienced young team of activists and media professionals combined under Dream productions – constructed from current and previous members of the ongoing HMG and other donor funded projects inside Syria – they maintain the critical relationships with the internal stringer, activist and citizen journalist networks in Syria.

Production Hub – M&C Saatchi				
12	Project lead	Will De'Ath-Morris	Enclosed	360 degree advertising and marketing professional with 10 years communications experience in the Middle East – understand the terrain well – speaks Arabic
13	Strategy Director	Daniel Williams	Not Included	M&C Saatchi core strategy team working on US funded projects in Syria leveraging cross donor Syria engagement, accomplished strategy and narrative development professional who will coordinate the development and delivery of the single proposition approach described in the proposal.
14	Syrian Producer	Ronak Housaine.	Enclosed	Damascus graduated Syrian grounded production professional with a gender mainstreaming, cultural and religious focus on Syrian affairs. Extensive network of Syrian embedded journalists and commentators and a renown writer.
15	Syrian Creative	Sulaiman Osman	Enclosed	Another Damascus university graduate with an indigenous understanding of North Eastern Syria in particular. 16 years journalism and creative experience. Will contribute to ensuring Syrian ground truth and authenticity of content.
Insight Analysis and Monitoring and Evaluation ORB				
16	M&E Project Director	Johnny Heald	Enclosed	ORB managing director with intimate knowledge of Syria AI&E. Will contribute a wealth of experience from other projects into this one.
Enab Baladi – platforms, insight and training				
27	Enab Baladi lead	Amer Doko	Not Included	CEO of Enab Baladi extremely experienced Syrian media professional heading a well respected and powerful media operation with a number of well-established platforms with opportunities for further exploitation. He is the lynch pin of their operation and brings immense value and insight.

Please note that the Project Structure Organogram is enclosed separately as Enclosure 4.