

# Call for proposals: Multimedia editor

## About CEMR

The Council of European Municipalities and Regions is Europe's first and broadest association of Local and Regional Governments. We are unique, being the only organisation that encompasses 60 national associations of Local and Regional Governments spanning 41 European countries. Through them, we bring together more than 110,000 governments across all tiers of governance – local, intermediate, and regional. Additionally, as the European section of the global organisation United Cities and Local Governments (UCLG), we champion European Local and Regional Governments on the world stage.

## About the task

CEMR is seeking a multimedia editor capable of producing four dedicated videos that showcase key initiatives we are developing throughout the year. The multimedia editor will work closely and collaboratively with CEMR's communications team.

## Deliverables

The selected multimedia editor will develop the following materials within the specified timeline:

### Motivational video for CEMR's Leaders' Summit in Rovaniemi (June)

Creation of a 30-second video highlighting the key topics that will be discussed during the CEMR's Leaders' Summit taking place in June in Rovaniemi (Finland). The video will serve both as a call for leaders to register for the event and as the opening visual during the Summit.

If needed, CEMR can provide a limited selection of raw footage from previous events. All additional imagery, graphics, and visual resources required to complete the video must be sourced by the multimedia editor.

Reference video [[link](#)].

Deadline: May 2026

### Video to promote CEMR's position on public procurement

Creation of a 90 second video (approximately) to disseminate the main ideas of CEMR's position on public procurement. More information [[here](#)].

Reference video [[here](#)].

Deadline: May 2026

### Video to promote CEMR's position on climate adaptation

Creation of a 90 second video (approximately) to disseminate the main ideas of CEMR's position on climate adaptation.

Reference video [[here](#)].

Deadline: June 2026

### Motivational video for CEMR's Leaders' Summit (December)

Creation of a 30-second video highlighting the key topics that will be discussed during the CEMR's Leaders' Summit taking place in December. The video will serve both as a call for leaders to register for the event and as the opening visual during the Summit.

If needed, CEMR can provide a limited selection of raw footage from previous events. All additional imagery, graphics, and visual resources required to complete the video must be sourced by the multimedia editor.

Reference video [[link](#)].

Deadline: November 2026

## Coordination

The selected contractor will work in close and continuous coordination with CEMR's Head of Communications, who will oversee the development and delivery of all outputs covered by this call for proposals.

## Expertise required

The selected contractor must have:

- Proven experience in producing similar videos for organisations or institutions.
- Strong expertise in multimedia production, with a clear focus on video editing and graphic design.
- Excellent communication skills, enabling effective collaboration with CEMR's communications team.
- Detail-oriented working style and a creative mindset to deliver high-quality results.
- Solid understanding of institutional communication standards and visual identity requirements.

## Submission process

Interested design agencies or individuals must submit the following documentation compiled into a single PDF file:

- A portfolio showcasing relevant experience and previous work.
- A detailed proposal outlining the estimated cost (VAT excluded).
- References from previous clients.
- Legal and tax registration documents.

All proposals must be submitted by **30 March 2026** via email to [communications@ccre-cemr.org](mailto:communications@ccre-cemr.org).

## Selection criteria

Proposals will be evaluated through a selection committee based on:

- Alignment with CEMR's needs.
- Quality and creativity of past works.
- Cost-effectiveness and sustainability.
- Adherence to timelines and deliverables.

## Budget

The total budget for this work is between 4200 – 4700 (excluding VAT), covering all costs, fees, and deliverables.