

# Request for Consultancy Services

## Consultant - Update of the Digital Square Resource Library and Wiki

[Digital Square at PATH](#) is seeking the services of a User Interface / User Experience Designer / Front-end Developer for a short-term contract to update the underlying platforms and refresh the visual design and layout of the Digital Square Wiki and Digital Square Resource Library.

Digital Square at PATH works with ministries of health to align adaptable, interoperable digital technologies with local health needs and brings partners together to improve how the global community designs, uses, and pays for digital health tools and approaches:

- We work with innovators to advance digital health tools that are designed to work together seamlessly.
- We work with governments and country-based technology experts to strengthen local capacity to implement and manage digital health programs.
- We work with donors to identify investments that ensure long-term success and align with country priorities.

### Background

The [Digital Square wiki](#) and [resource library](#) are intended to provide access, visibility, and information sharing for each of the digital health global goods (primarily software) and related common interest areas such as systems interoperability and standards. This includes:

- Information about global goods for non-technical audiences.
- Evergreen resources for technical audiences for each global good.
- Evergreen resources to support wider Digital Square initiatives, like interoperability and shelf-readiness.

The current resource library and wiki have been in place for a number of years, and the amount of content has expanded to the point where an updated visual design and improved structure would significantly enhance the site.

### Objectives of this project

The goal of this short-term internal project is **to update the underlying platforms to the latest stable version** and to update **visual design and layout** of the [Digital Square Resource Library](#) and the [Digital Square wiki](#) in order **to drive increased traffic to the site and encourage improved use of the resources** by:

- Making it easier for different target audiences to find information they are looking for

through:

- Improved information architecture and navigation.
- Updated visual layout and design.
- Simplifying the organization of content.
- Reducing redundancy between content on the website and wiki.
- Making it easier to maintain the content by structuring it in such a way that duplication is avoided or minimized, and link checks made easier with improved linkages to external resources.
- Supporting improved analytics so that traffic to the site/s can be monitored and measured more accurately (number of unique visitors, pages/sections most visited, time spent etc.)

The outputs of this project, as constrained by the **available budget and timeline (3 months from September to mid-December)**, will be:

- Digital Square library–Underlying platform (DSpace) updated to the latest stable version with an improved look and feel through updated CSS templates.
- Digital Square wiki–Underlying platform (Mediawiki) updated to the latest stable version with an improved look and feel through updated Mediawiki templates.

The updated library and wiki templates must be aligned with the look and feel of the existing Digital Square website and the overall PATH-Digital Square branding.

The contractor will work closely with the Digital Square project lead and communications specialist to execute this work.

### In scope

- A requirements gathering / Ideation phase to understand and confirm the needs and expectations of key stakeholders. Whilst immediate needs will be prioritized, this phase should also consider the overall vision and medium-term requirements.
- An iterative Design phase including prototyping and allowing for frequent feedback sessions.
- Produce a design for sign-off including information architecture / site navigation and visual design and layout.
- Implement the agreed design (or agreed sections / elements of the design).
- Participation in project meetings and provide progress updates.
- Train selected Digital Square individuals to implement the design and to maintain the content–add new content, make edits to existing content, etc.

### Out of scope

- Develop new content
- Provide ongoing user support

### Constraints, Assumptions, and Dependencies

- The work must be completed by December 15 (preferable) / invoiced by the December 31, 2022 (non-negotiable).
- Budget ceiling to be advised.

## Timeline

Approximately three months–September to early/mid-December 2022.

## Deliverables

- Requirements document
- Prototype designs
- Design document
- Implemented design, as approved
- Training sessions

## Skills Required

- Professional work experience conducting user research, conducting heuristic evaluations and/or usability reviews, and providing recommendations for improving a website or application.
- Professional work experience gathering and documenting user requirements.
- Front-end development skills to build websites using a content management system, HTML, PHP, CSS, JavaScript, etc.
- Knowledge of dSpace and MediaWiki platforms.
- In-depth knowledge of Google Analytics tracking and reporting capabilities.

## To Apply

Please provide a copy of your CV and link to your portfolio, along with your current rate card. Interested candidates should send their CV and a copy of the documents required to the following e-mail address: [ltaylor@path.org](mailto:ltaylor@path.org). The deadline for submission of proposals is **Monday, September 12, 2022.**