



**Call for Proposals: Videographer Services**

**Issuing Organization:** Le7 te Mela'men Health Society

**Deadline for Submission:** November 28th, 2025, at 4:30 pm

**Project Location:** Kamloops and surrounding area

**Projected Timeline:** January 2026 – March 2026

**1. Overview**

Le7 te Mela'men Health Society is seeking proposals from experienced Indigenous videographers or Indigenous-owned video production companies to produce a high-quality video with the theme "What the Secwepemc Nations want Interior Health staff/Physicians to know about their Nation." The final product will be used for creating cultural awareness and increasing cultural competency between Interior Health and our Secwepemc Nations.

**2. Scope of Work**

The selected videographer will be responsible for:

- Pre-production: concept development, storyboarding, and coordination with project staff.
- Production: on-site filming.
- Post-production: editing, color correction, sound mixing, and inclusion of graphics, subtitles, or branding as needed.
- Deliverables:
  - o 1 full-length video (e.g., 10 - 20 minutes)
  - o Raw footage and project files

All content must align with Le7 te Mela'men Health Society branding and accessibility standards.

**3. Qualifications**

Applicants should demonstrate:

- Proven experience in professional video production.
- Access to professional-grade equipment (camera, lighting, sound).
- Ability to meet deadlines and collaborate with a diverse team.
- Experience producing similar content (please provide links or samples).

#### **4. Proposal Requirements**

Proposals must include:

1. Cover Letter summarizing your interest and relevant experience.
2. Portfolio or Work Samples (links preferred).
3. Project Approach – outline your vision, process, and timeline.
4. Detailed Budget – including all costs (travel, editing, music licensing, etc.).
5. References – at least two past clients or collaborators.

#### **5. Evaluation Criteria**

Proposals will be evaluated based on:

- Quality and creativity of past
- Relevant experience and references
- Ability to meet deadlines

#### **6. Submission Instructions**

Submit all proposal materials as a single PDF to:

[nhm@ltmhs.org](mailto:nhm@ltmhs.org)

Subject line: Videographer Proposal – Le7 te Mela'men Health Society

All submissions must be received by Friday, November 28th at 4:30 pm.

Late submissions will not be considered.

#### **7. Contact Information**

For questions or clarifications, contact:

Michelle Ikwumonu – Secwepemc Nation Health Manager

[nhm@ltmhs.org](mailto:nhm@ltmhs.org) ☎ 250.571.1000