

Call for Expressions of Interest: Needs-assessment on implementing the UNESCO 2003 Convention (extended deadline: 22 June 2018)

The UNESCO Regional Bureau for Science and Culture in Europe, Venice (Italy), is seeking expressions of interest from qualified and experienced individuals, teams or organizations to undertake a survey intended to assess the main needs and priorities for the implementation of the 2003 Convention for the Safeguarding of the Intangible Cultural Heritage in The former Yugoslav Republic of Macedonia. Submission deadline: extended 22 June 2018

The activity, to be undertaken in cooperation with the Ministry of Culture of The former Yugoslav Republic of Macedonia, aims at establishing a solid foundation to improve the safeguarding of the country's living heritage, in accordance with the UNESCO 2003 Convention for the Safeguarding of the Intangible Cultural Heritage.

The survey shall combine desk research and on-site consultations in order to assess the adequacy of the institutional and professional environments, availability of expertise and the national capacity to set up or revise legislative and policy frameworks, draw up inventories and carry out other safeguarding measures in accordance with the 2003 Convention.

In particular, the survey shall aim at:

- assessing the current policy, legal and institutional frameworks for the safeguarding of intangible cultural heritage in The former Yugoslav Republic of Macedonia;
- outlining the main needs in terms of professional and institutional capacity building for the safeguarding of the intangible cultural heritage in The former Yugoslav Republic of Macedonia;
- developing a multi-year action plan for implementation of the survey's recommendations, including proposals for capacity-building, to be possibly addressed within the scope of UNESCO's global capacity-building programme and international assistance mechanisms for safeguarding intangible cultural heritage.

Terms of reference / scope of work

The expert(s) will undertake the following tasks:

- I. Develop a data collection methodology based on a survey and a series of interviews with key stakeholders, to assess the institutional capacities for safeguarding intangible cultural heritage in The former Yugoslav Republic of Macedonia. For this purpose, develop a set of questions for both the survey and the interviews, and draft a list of key stakeholders to be consulted in liaison with the Ministry of Culture of The former Yugoslav Republic of Macedonia. If relevant, the list of key stakeholders might not be limited to the sphere of culture only and can also include persons dealing with other domains, such as health, education, environment, agriculture, etc. whose work is linked to intangible cultural heritage and its safeguarding;
- II. Collect and analyse data based on the above-mentioned methodology;
- III. Analyse existing policies and legislations that have a bearing on intangible cultural heritage (culture, health, education, environment, agriculture, etc.) and identify gaps and possible ways of improvement. Analyse what efforts (if any) have been made to translate the principles of the 2003 Convention into national law and policy documents. Documents to be consulted may include and not be limited to:
 - UNESCO's key documents on the global capacity-building strategy for safeguarding intangible cultural heritage;

- Documents on policies and programmes in The former Yugoslav Republic of Macedonia that have a bearing on intangible cultural heritage (sector policies for culture, education, health, environment, etc.; relevant laws and by-laws; etc.);
 - Background information on the institutional framework, governance structure, etc.
- IV. Analyse the system(s), mechanism(s) and modality(-ies) of drawing up inventory (-ies) of intangible cultural heritage at the national level, as required by Article 12 of the 2003 Convention, as well as identify possible challenges in this process;
 - V. Following the desk study above, prepare a one-week programme for the in-country consultations and information generation in The former Yugoslav Republic of Macedonia, in close consultation with UNESCO (UNESCO Regional Bureau for Science and Culture in Europe; UNESCO Culture Sector, Intangible Cultural Heritage Section); this shall include a list of stakeholders to be interviewed, missing information to be collected, etc.;
 - VI. Travel to The former Yugoslav Republic of Macedonia (7-9 days) for the in-country consultation and information generation mission;
 - VII. Draft and submit to UNESCO the following documents:
 - (i) a draft Needs Assessment Report;
 - (ii) a list of priorities and related proposals for future capacity-building interventions.

Deliverables

- Draft Needs Assessment Report (minimum 10 standard A4 pages single spacing), including methodology, main findings, and recommendations;
- A multi-year action plan for implementation of the survey's recommendations, including list of priorities and proposals for future capacity-building interventions.

Qualifications and skills

The expert(s) is/are required to have the following skills and qualifications:

Essential:

- University degree or equivalent, preferably at Masters' or higher level in Social sciences: sociology, anthropology or a related discipline;
- At least 5 years of experience and proven skills in conducting qualitative research, including fieldwork experience;
- Strong knowledge/background on the UNESCO 2003 Convention for the Safeguarding of the Intangible Cultural Heritage;
- Excellent interpersonal skills and demonstrated negotiation and inter-cultural communication skills;
- Excellent oral and written communication skills in English.

Desirable

- UNESCO qualification as trainer/facilitator for delivering training and capacity-building services on the 2003 Convention;
- Knowledge of linguistic, social, cultural and political contexts in The former Yugoslav Republic of Macedonia.

Duration

The task is expected to be:

- implemented during September/October 2018;
- completed within 8 weeks from the time of signing of contractual agreement, and in any case no later than 30 November 2018;
- The total duration of the task is estimated for a maximum of 25 working days.

Expression of Interest and selection criteria

- Expressions of interest, containing the curriculum vitae(s) of consultant(s), team or organization and a written description, maximum 3 pages, indicating the technical and financial proposal. Deadline: 22 June 2018.
- Expressions of interest will be evaluated and selected based on the quality of the technical proposal, the qualifications of the experts concerned, and the competitiveness of the financial proposal.
- Those short-listed will be notified no later than one week after the closing date.
- The maximum compensation for this assignment would be equivalent to 7,500 USD. The final payment will depend on the technical and financial proposal and the applicable UNESCO rules and regulations. One field visit for one person to The former Yugoslav Republic of Macedonia is required, the cost of which (i.e. travel and accommodation) will be borne by UNESCO according to its policy.
- For additional information, if required, please contact Mr. Matteo Rosati (E-mail: m.rosati@unesco.org, telephone: +39 041 260 1535)
- Expressions of interest should be submitted by e-mail, clearly indicating “Needs-assessment survey on the safeguarding of intangible cultural heritage in The former Yugoslav Republic of Macedonia” to Ms. Laura De Stefani, l.destefani@unesco.org