

CALL FOR EXPRESSIONS OF INTEREST

The UNESCO Secretariat of the Convention for the Safeguarding of the Intangible Cultural Heritage is looking for a consultant to **develop a thematic unit on ‘Ethics in safeguarding intangible cultural heritage’** in the context of the Convention’s capacity-building programme.

This work will involve producing new training materials to sensitize governments and other stakeholders to ethical concerns in the safeguarding of intangible cultural heritage. It will also require updating the current content of the training materials developed by UNESCO to reflect the latest debates and decisions of the governing bodies concerning the development and elaboration of ethical principles for safeguarding intangible cultural heritage.

The consultant should submit all work by **mid-November 2016**. Expressions of interest should reach UNESCO by **12 September 2016**.

Context and purpose

Following an [expert meeting](#) held in Valencia (Spain) the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage endorsed, at its [tenth session](#) in Windhoek (Namibia) 2015, twelve ethical principles for safeguarding intangible cultural heritage ([Decision 10.COM 15.a](#)). The decision also requested the Secretariat to include ethical considerations in the global capacity-building programme by developing training materials to:

- (i) sensitize governments, communities, groups and other relevant stakeholders and intermediaries to ethical concerns in the safeguarding of intangible cultural heritage; and
- (ii) guide governments, communities, groups and other relevant stakeholders and intermediaries in the development of specific codes and tools of ethics, as well as by integrating ethical insights in existing materials wherever relevant.

The request reflects the growing awareness among States Parties of the need to provide guidelines on ethical approaches to the safeguarding of intangible cultural heritage to underpin the implementation of the 2003 Convention.

Taking this decision into account, a new thematic unit on ethics in safeguarding intangible cultural heritage will be developed and integrated into the core curriculum of the global capacity-building programme. The unit will be addressed to a mixed stakeholder group, including national government officials, community members, academia and non-governmental organizations.

The global capacity-building strategy of the Convention is a comprehensive, long-term engagement with Member States to create institutional and professional environments for safeguarding intangible cultural heritage. The strategy is coordinated and monitored by the Intangible Cultural Heritage Section and implemented with UNESCO's network of field offices, in cooperation with national counterparts.

The Intangible Cultural Heritage Section has developed a dedicated curriculum for this programme, with training materials divided into specific thematic units. The new unit on ethics will be integrated into the existing training workshop on implementing the Convention at the national level. Latest versions of the training materials supporting the global capacity-building strategy can be downloaded from the capacity-building materials repository. Access to the materials repository can be granted by filling out a request [online](#).

Task

In consultation with the Capacity Building and Heritage Policy Unit of the Intangible Cultural Heritage Section, the consultant shall:

- 1) Develop a thematic training unit (2-3 hours in duration) on ethical considerations in safeguarding intangible cultural heritage. To this end:
 - Complete and finalize a lesson plan, including the objectives, description and sequence of activities, in consultation with the Intangible Cultural Heritage Section. Activities outlined in the lesson plan should emphasize active participation of and interaction among trainees. All existing supporting documents (including audiovisual materials) should be identified, including, where possible, the URL.
 - Draft the text for the facilitator's notes (4,000-5,000 words), taking the 12 ethical principles endorsed by the Committee at its tenth session as the key reference framework and incorporating, as appropriate, relevant content from the existing Unit 21 'Ethics in community-based inventorying'. Include in the facilitator's notes one PowerPoint presentation (approximately 10 to 15 slides) as a support tool. Provide accompanying visuals (photographs, infographics, etc.) with the necessary permissions to illustrate the PowerPoint in consultation with the Section.
 - Identify and adapt one case study, based on either fictitious or real country experiences, that demonstrates key issues in developing specific codes and tools of ethics. The case study should contain sufficient background information on the case, include links and references to any additional relevant resources, and suggest questions for discussion among the group to facilitate a critical reflection on ethical approaches to safeguarding. The text should be drafted in a readable, accessible style (1,000 words) and prepared as a separate handout for participants.
 - Develop two active learning exercises (group discussion, role play, debate etc.) on the topic of ethics. The first exercise should strengthen the participants' understanding of the Convention's ethical principles. The second exercise should equip participants with the methodological knowledge required to develop specific codes and tools of ethics for the effective safeguarding of intangible cultural heritage. Both exercises should be integrated into the facilitator's notes and provide clear, easy-to-follow instructions and learning outcomes. The text for each exercise should not exceed 1,500 words each and be illustrated with examples and experiences (geographically balanced), as appropriate.

2) Mainstream the topic of ethics into the following units, not exceeding 200 words of additional text per unit:

- Unit 3 'Key concepts in the Convention';
- Unit 6 'Identification and inventorying';
- Unit 7 'Involving the communities concerned';
- Unit 9 'Safeguarding';
- Unit 10 'ICH policies and institutions'.

Mainstreaming is understood as integrating modifications to ensure maximum coherence, clarity and conceptual consistency and accuracy with the new training materials on ethics. In addition, review the existing Unit 22 'Free, prior and informed consent' and cross-reference to avoid repetition between the units.

3) Consult the Secretariat and, as appropriate, other stakeholders and facilitators involved in the capacity-building programme for any clarification that might be needed to meet the above-mentioned requirements and to follow, when appropriate, the Convention's and UNESCO's terminologies.

In line with UNESCO's overall gender mainstreaming strategy, the consultant is expected to integrate a gender perspective in all activities and apply gender analysis and mainstreaming concepts whenever feasible.

Key points for consideration

In updating and developing the materials the consultant shall take into account the provisions of the [2003 Convention](#) and the [Operational Directives](#), as well as documents, decisions and discussions of the General Assembly and Intergovernmental Committee. In particular, the consultant shall refer to the following materials on ethical approaches to safeguarding in the framework of the 2003 Convention:

- 'Towards codes of ethics for intangible cultural heritage?', Working paper for the Expert meeting, Valencia (Spain);
ITH/15/EXP/2: [English](#) | [French](#) | [Spanish](#)
- Background note and agenda for the Expert meeting, Valencia (Spain);
ITH/15/EXP/1 Rev.: [English](#) | [French](#) | [Spanish](#)
- The [ethical principles](#) for safeguarding intangible cultural heritage, endorsed at the tenth session of the Committee; and
- A non-exhaustive [list of examples of code of ethics](#) in the cultural sector is also available for further guidance and inspiration.

Qualifications required

The applicant shall have the following qualifications:

- Advanced university degree (Masters or equivalent) in social or human sciences: sociology, anthropology or a related field;
- 7 years minimum professional experience in the field of intangible cultural heritage and/or ethics;
- Knowledge of UNESCO's global strategy for strengthening national safeguarding capacities;
- Excellent writing and communication skills in English or French;

- UNESCO qualification as trainer/facilitator for delivering training and capacity-building services on the 2003 Convention (*desirable*)

How to apply?

Interested candidates should send their expression of interest for carrying out this work. The following information should be included:

- A letter of motivation referring to the above criteria;
- An indication of expectations regarding the fees to carry out the consultancy, including a provisional timeline; and
- A copy of the candidate's CV.

Expressions of interest should reach UNESCO by 12 September 2016.

Please send your proposals to Ms Juliette Hopkins, Capacity Building and Heritage Policy Unit of the UNESCO Intangible Cultural Heritage Section (ju.hopkins@unesco.org), with copy to Ms Susanne Schnüttgen, Chief of Unit (s.schnuttgen@unesco.org).