

Call for Expert for the project implementation in Indonesia and Mongolia

RE|SHAPING CULTURAL POLICIES FOR THE PROMOTION OF FUNDAMENTAL FREEDOMS AND THE DIVERSITY OF CULTURAL EXPRESSIONS

Project funded by the Swedish International Development Agency (Sida) 2018-2021

Deadline: 19 April 2019

The purpose of this call is to solicit expression of interest from individuals interested in working as an expert in the implementation of the above-mentioned project. A selected candidate will receive a consultant contract from UNESCO to carry out the terms of reference provided below (**Annex 1**).

Interested candidates are requested to submit, by **19 April 2019**:

1. a **detailed CV** providing evidence that they possess the required skills and professional experience described in the terms of reference, as well as the written and oral capacity to effectively work in English,
2. a **motivation letter** of maximum 2 pages indicating their understanding of the Convention and expressing reasons for their interest in being a national expert for this project, and
3. a **financial proposal** to carry out the tasks indicated in the terms of reference (**Annex 2**).

Please contact Yaël Thomas (y.thomas@unesco.org) for any inquiries.

The expected duration of the consultant contract is from July 2019 to May 2020.

Project Summary

The UNESCO **Convention on the Protection and Promotion of the Diversity of Cultural Expressions** (2005) recognizes the sovereign right of States to formulate and implement policies and measures that support the emergence of dynamic cultural and creative sectors. It ensures that policies and measures are designed and implemented through informed, participatory and transparent processes as well as guided by principles that respect human rights and fundamental freedoms.

As a Party to the Convention, **Indonesia** and **Mongolia** are committed to collect and share, through **quadrennial periodic reporting¹(QPR)**, information and data, statistics and good practices on policies and measures that protect and promote the diversity of cultural expressions in their respective country. This reporting process goes well beyond a technical exercise; it is designed to support, through multi-stakeholder dialogues, innovative, forward-looking and **evidence-based cultural policymaking**.

Within this context, the project aims to empower governmental and civil society actors to engage in evidence-based and participatory policy monitoring process, in accordance with the principles and objectives of the 2005 Convention. For more information about the project, please refer to **Annex 3**, a concept note of the project.

¹ Every four years, in compliance with Articles on “Information sharing and transparency” (Art. 9) as well as “Exchange, analysis and dissemination of information” (Art. 19), Parties are to provide to UNESCO appropriate information in their “quadrennial periodic reports” (QPR) on measures taken to protect and promote the diversity of cultural expressions within their territory and at the international level. See all reports submitted so far: en.unesco.org/creativity/monitoring-reporting/periodic-reports/available-reports

Annex 1: Terms of reference of a consultant contract

1. Within the framework of the project entitled “Reshaping cultural policies for the promotion of fundamental freedoms and the diversity of cultural expressions”, funded by the Swedish International Development Cooperation Agency (Sida) and under the overall authority of the Diversity of Cultural Expressions and direct supervision of UNESCO Offices in Jakarta and Beijing, the consultant shall support the **implementation of capacity-building activities in Indonesia and Mongolia**. The content of the capacity-building activities is to be based on the approved activities of the above-mentioned project, focusing in particular on periodic reporting of the 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions (“the Convention”) and media diversity training module.
2. The consultant will support Indonesian and Mongolian partners in their **preparation and drafting of the quadrennial periodic report (QPR)**, which is a statutory obligation of all Parties to the Convention on the Protection and Promotion of the Diversity of Cultural Expressions. The deadline for the submission of the periodic report by both countries is 30 April 2020. The implementation of the capacity building project is provided via the following activities:

Indonesia

3. Under the authority of the Director of UNESCO Office, Jakarta, and in close coordination with the Programme Specialist of Culture, the consultant shall act as the main trainer and resource person to impart the training module on Media Diversity developed by UNESCO to Indonesian audience, in particular:
4. Planning of Media Diversity Training
 - a) Develop a training curriculum for a 3-day workshop on Media Diversity for Indonesian audience by customizing existing UNESCO module on Media Diversity, by adding case studies and introducing group discussions/exercise to render the training hands-on and engaging to Indonesian audience.
 - b) Develop assignment for the Indonesian to be conducted as a follow-up to the workshop. The assignment is designed in such a way to contribute immediately to the drafting of QPR on Media Diversity by the Government of Indonesia in 2020.
 - c) Suggest desired profile of the Indonesian participants.
 - d) Suggest additional resource persons from Indonesian as may be required to conduct the workshop.
5. Training workshop
 - a) Act as the main trainer/resource person during the above workshop to take place in Jakarta tentatively in September 2019 as per the training curriculum developed by the consultant and agreed upon by UNESCO.
 - b) Assess the knowledge and aptitude of Indonesian participants and identify those individuals who would be most competent to deliver post-workshop assignments (ref. para 1.2 above) to analyze the status of Media Diversity in Indonesia.
 - c) Advise UNESCO on how to distribute post-workshop assignments amongst the identified competent individuals among the Indonesian participants.

- d) Provide on-line mentoring to those individuals working on the assignment, as may be required.

6. Follow-up workshop

- a) Act as the main trainer/resource person during one-day workshop to take place in Jakarta tentatively in February 2020 to review the analysis of the status of Media Diversity in Indonesia produced by a selected number of Indonesian participants as assignment following the first workshop.
 - b) Advise Indonesian participants on how to improve the analysis as appropriate.
7. Reporting: Prepare a narrative report of all the activities conducted for Indonesia, along with recommendations on how similar workshops in Indonesia can be improved and/or additional activities required to improve the Government of Indonesia's QPR exercise.
8. Travel: In undertaking the assignments mentioned under paragraphs 3-7, the consultant is expected to be present in Jakarta, at least for 5 days in view of the organization of the Training Workshop (para 5) and at least for 3 days in view of the Follow-up workshop (paragraph 6).

Mongolia

9. Under the authority of the Director of UNESCO Office, Beijing and in close coordination with the Programme Specialist of Culture, the consultant shall act as the main trainer and resource person to accompany Mongolia through the process of elaborating its QPR. In particular, using training modules developed by UNESCO on participatory policy monitoring and media diversity, he/she will facilitate a training workshop on the quadrennial periodic report (QPR) with a focus on media diversity developed by UNESCO.
10. Planning of national training workshops on participatory policy monitoring and media diversity
- a) Provide inputs towards the agenda and the list of participants of the national consultation meeting (planned for early May 2019 in Ulaanbaatar), and also provide guidance towards the national expert and partners in terms of the contents to be presented at the consultation meeting.
 - b) Adapt training modules on participatory policy monitoring and media diversity for the Mongolian context, taking into account Mongolia's current media landscape and media-related policies/measures, by adding case studies and introducing group discussions/exercise to render the training hands-on and engaging to the Mongolian audience.
 - c) Suggest desired profile of the Mongolian national team for the elaboration of the QPR;
 - d) Coordinate with a national expert to jointly prepare for the training workshops.
11. Training workshops and distant coaching for the elaboration of the QPR
- a) Act as the main trainer/resource person during the national workshops mentioned in paragraph 10 above to take place in Ulaanbaatar tentatively in September 2019 as per the training curriculum developed by the consultant and agreed upon by UNESCO.

- b) By the end of the workshops, support the Mongolian national team to develop a concrete roadmap for the elaboration of the QPR including data collection process, division of labour among the national team members and timeline.
 - c) After the workshops between October 2019 and March 2020, participate in a monthly skype conversation with representatives of the Mongolian national team, the national expert and UNESCO Beijing to ensure that the elaboration of the QPR is on track and to respond to any questions/provide guidance.
 - d) Review the draft QPR before and after the public presentation and before the final submission, by providing advice the Mongolian national team on how to improve the analysis as appropriate.
12. Reporting: Prepare a narrative report of all the activities conducted for Mongolia, along with recommendations on additional activities required to improve the Mongolian QPR exercise and ways to improve media diversity.
13. Travel: In undertaking the assignments mentioned under paragraphs 10-12, the consultant is expected to be present in Ulaanbaatar, at least for 5 days in view of the organization of the training workshops (paragraph 11).

Deliverables:

14. Submit to UNESCO signed invoices and the following:
- a) Training module, training curriculum, PPT, assignment, etc. on media diversity adapted to the Indonesian context
 - b) Training module, programme, PPT, assignment on participatory policy monitoring adapted to the Mongolian context
 - c) Mission reports for each of the travels including recommendations

Annex 2: Financial proposal

Please submit a financial proposal along with your detailed CVs and a 2-page motivation letter.

Please note that the financial proposal needs to be expressed in US dollars.

Item	Cost
Indonesia	
Adapt UNESCO training module on media diversity to the Indonesian context	USD
Facilitate a training workshop on media diversity in Indonesia (September 2019)	USD
Facilitate a follow-up workshop on media diversity in Indonesia (later in 2020)	USD
Provide distant coaching to the Indonesian partner working on media diversity	USD
Mongolia	
Adapt UNESCO training modules on participatory policy monitoring and on media diversity to the Mongolian context	USD
Facilitate a training workshop on participatory policy monitoring and media diversity in Indonesia (September 2019)	USD
Provides distant coaching, editorial suggestions on Mongolia's quadrennial periodic report	USD
Travel	
Travel to Indonesia (3 days) in February 2020	USD
Travel to Indonesia (5 days) and then to Mongolia (7 days) in September 2019 (These trips to Indonesia and Mongolia should be organized as one single travel from home to Jakarta, from Jakarta to Ulaanbaatar, from Ulaanbaatar to home.)	USD
TOTAL	USD

Annex 3: Concept note

Re|Shaping Cultural Policies for the Promotion of Fundamental Freedoms and the Diversity of Cultural Expressions (2018-2021)

Context

The UNESCO **Convention on the Protection and Promotion of the Diversity of Cultural Expressions** (2005) recognizes the sovereign right of States to formulate and implement policies and measures that support the emergence of dynamic cultural and creative sectors. It ensures that policies and measures are designed and implemented through informed, participatory and transparent processes as well as guided by principles that respect human rights and fundamental freedoms.

To achieve this, Parties to the Convention (146 to date) have committed to collect and share, through [quadrennial periodic reporting](#)², information and data, statistics and good practices on policies and measures that protect and promote the diversity of cultural expressions in their respective country. This reporting process goes well beyond a technical exercise; it is designed to support, through multi-stakeholder dialogues, innovative, forward-looking and **evidence-based cultural policymaking**. However, many Parties have expressed a number of challenges in the implementation of this reporting process, including a lack of cultural statistics and monitoring frameworks, limited capacity to assess the impact of cultural policies and fragile networking opportunities between government and civil society.

Did you know ?

Today, the cultural and creative industries generate annual global revenue of US\$2,250 billion and exports of over US\$250 billion. These sectors can make up to 10% of GDP in some countries.

Objective

This project responds to the expressed needs of Parties seeking support to **strengthen the human and institutional capacities of governmental and civil society actors in order to monitor and report on policies and measures** that protect and promote the diversity of cultural expressions. For this purpose, UNESCO provides specialized expertise in the organization of multi-stakeholder consultations including governmental and civil society actors; delivers trainings on data collection and analysis; supports interministerial cooperation; and facilitates public debates on emerging topics such as gender equality in the culture sector, media diversity or artistic freedom.

² Every four years, in compliance with Articles on “Information sharing and transparency” (Art. 9) as well as “Exchange, analysis and dissemination of information” (Art. 19), Parties are to provide to UNESCO appropriate information in their “quadrennial periodic reports” (QPR) on measures taken to protect and promote the diversity of cultural expressions within their territory and at the international level. See all reports submitted so far: en.unesco.org/creativity/monitoring-reporting/periodic-reports/available-reports

At the international level, UNESCO will also **produce a Global Report**³ drawing on the information and data collected from the quadrennial periodic reports (QPRs) submitted by Parties to the Convention, as well as from other sources (e.g. research institutes, independent cultural actors, and civil society). Published in [2015](#) and [2018](#), the [Global Report series](#) analyzes trends, tracks progress, identifies challenges and provides examples of innovative policies to promote the diversity of cultural expressions. The Global Report series provides a framework to support governments and civil society in the design of evidence-based policies. This information will be analyzed by internationally recognized experts and the Report will serve as a main *advocacy and awareness-raising* tool for reshaping cultural policies globally.

Being a global priority of UNESCO, gender equality will be given a particular focus through the implementation of a gender transformative action plan which proposes both mainstreaming a gender dimension and undertaking specific gender transformative activities. **Youth** will also be actively mobilized by participating in consultation meetings and policy discussion, especially considering that the cultural and creative industries (CCI) represent a viable employment opportunity for young people, employing more people aged 15-29 than any other sector.

Project outcome:

Governments and civil society organizations engage in evidence-based and participatory policy monitoring processes, in accordance with the principles and objectives of the 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions.

Output

Government officials and civil society organizations in 16 beneficiary countries are empowered to engage in policy dialogue and jointly produce evidence required for informed policy making and monitoring.

It is expected that all the **beneficiary countries submit their Quadrennial Periodic Reports (QPR) to UNESCO by 30 April 2020** at the latest. It is also expected that the beneficiary countries will become regional leaders to support other countries in their QPR elaboration.



A revised QPR framework is aligned with the [monitoring framework of the Convention](#) as well as the [2030 Agenda for Sustainable Development \(SDGs\)](#). Collecting data and elaborating the QPR would therefore help the beneficiary countries in the SDG Agenda implementation and reporting.

Beneficiaries

Project beneficiaries are **governmental and civil society actors** engaged in policy making and monitoring processes for the promotion of the diversity of cultural expressions from the following countries. Governmental actors include:

- national contact points⁴

³ The latest edition of UNESCO's Global Report Re|Shaping Cultural Policies is accessible at: en.unesco.org/creativity/global-report-2018

⁴ In accordance with Article 9(b) and Operational Guidelines on "Information sharing and Transparency", Points of contact are designated by Parties to the Convention to be responsible for sharing information on the Convention within their territories, as

- policymakers
- public authorities and local administrators, including officials representing various ministries (e.g. Ministries of Culture, Education, Social Affairs, Employment, Finance, Information and Technology, Foreign Affairs)
- statistical offices
- public institutions and cultural agencies

Civil society actors include:

- non-governmental organizations
- non-profit organizations
- professional organizations in the culture and media sectors and associated sectors
- groups that support the work of artists and cultural actors

1	Mauritius	UNESCO Office in Nairobi	Africa
2	Tanzania		
3	Uganda		
4	Mali	UNESCO Office in Dakar/Bamako	Arab States
5	Algeria	UNESCO Office in Rabat	
6	Palestine	UNESCO Office in Ramallah	Asia
7	Mongolia	UNESCO Office in Beijing	
8	Bangladesh	UNESCO Office in Dhaka	Latin America and the Caribbean
9	Peru	UNESCO Office in Lima	
10	Jamaica	UNESCO Office in Kingston	

Activities will also be implemented in Burkina Faso, Colombia, Ethiopia, Indonesia, Senegal and Zimbabwe to consolidate the results of the UNESCO project “Enhancing Fundamental Freedoms through the Promotion of the Diversity of Cultural Expressions” implemented in 2014-2017 and further support participative policy monitoring and policy making.

Planned activities

Activity 1 – Multi-stakeholder consultation meetings

- Conduct gender sensitive/transformational **diagnostics of the local context** and organize **multi-stakeholder consultation** meetings. The consultation meetings aim to increase understanding about how the Convention’s basic principles and concepts of fundamental freedoms and diversity of cultural expressions can be translated into legislation, policies and/or programmes and to introduce the reporting process for the 2005 Convention. It will thus kick-start an open dialogue between government and civil society actors for the elaboration of periodic reports.

Activity 2: – Collecting data and information and drafting the periodic report

- **Implement training workshops and coaching.** Each beneficiary country is to create a **gender-balanced, multi-stakeholder national team**, composed of representatives from various ministries, government institutions and civil society organizations, including cultural and media professionals,

well as acting as communication channels through which this information can be disseminated to relevant Ministries and public agencies. Points of contact can also respond to queries about the Convention from the general public.

human rights and women's rights organizations. The national team's main task will be to elaborate the periodic report in a participatory manner. UNESCO and the beneficiary countries will select, among members of the Expert Facility, the most suitable international experts to conduct **training workshops** on participatory policy monitoring and strategic themes and provide distance coaching/mentoring to the national teams throughout the drafting process over a one-year period.

- **Organize networking meetings with civil society.** In order to support structuring and empowering civil society, UNESCO will organize additional workshops targeting cultural/media professionals, civil society and human rights/youth/women's organizations. These meetings would also be intended to reinforce the **awareness and capacities of civil society** in the field of policy monitoring. Specific activities (e.g., collection of baseline data, mapping of gender stakeholders, focus group discussions with women professionals, training to reinforce capacities of local women actors, etc.) will be organized to encourage the elaboration of measures aiming to **promote gender equality in the culture sector**.
- **Create an interministerial cooperation mechanism:** Cultural policies are not the sole responsibility of a single Ministry. Culture, being a transversal issue, requires the involvement of multiple actors. UNESCO therefore proposes to support beneficiary countries in establishing interministerial dialogue and cooperation mechanisms. It is expected that such mechanisms will ensure the sustainability and longer-term impact of the project beyond the implementation period.

Activity 3 – Public presentation of periodic reports

- Organize a public presentation of the draft QPR to allow for stakeholders to review the content, improve information and data and validate the report. This will also support the preparation of policy recommendations that can reshape future cultural policies. The national team will later come together to debrief and integrate the feedback in view of finalizing the periodic report for submission to UNESCO and also discuss lessons learnt and follow-up actions. It is also expected that participatory methodologies for data collection and monitoring are institutionalized in each beneficiary country.

Activity 4 – Launching events of the third Global Report, the promotion of its use and knowledge exchange

- Organize numerous launch events and **public presentation of the third Global Report** (planned for June 2021) in cooperation with UNESCO Field Offices and other UN agencies working on issues covered by the Global Report. These events will aim to galvanize the support of the international development community and empower government and civil society actors to advocate for policy change and also to continue participatory policy dialogue.
- Organize a range of activities to **promote the use of the Global Report** among academic and research institutions and civil society organizations so that they could use the Global Report as teaching materials and tools to advocate for policy change. The beneficiaries will be encouraged to actively participate in knowledge exchange nationally, regionally and globally. Efforts will be made to mobilize women's organizations to use the Global Report to advocate for gender equality measures for the culture sector.