**Application form**

***Renewal of the 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions’ Expert Facility***

***Extended Deadline: 3 December 2018 midnight Paris time***

This application form should be completed in either English or French and be accompanied by a Curriculum Vitae. Submissions should be sent **no later than 3 December 2018**, midnight Paris time, via e-mail in RTF or PDF version to: [culture-governance@unesco.org](mailto:culture-governance@unesco.org)

**1. Identification of the Applicant**

Sex: Ms/Mr Family Name: First Name:

Mailing Address:

Post Code: Town:

Country: Region:

Email:

Internet (if any):

Mobile phone: Telephone:

Nationality: Other Nationality (if any):

Current position/Professional status:

* Independent consultant
* Academic/ Researcher
* Governmental official/civil servant
* Cultural operators
* Managers of cultural institutions or associations
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Language Proficiency**

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|  | **Speak** | | | | **Write** | | | | **Read** | | | | **Understand** | | | | **Primary Language/Mother Tongue** |
| **UN Official Languages** | E | G | F | S | E | G | F | S | E | G | F | S | E | G | F | S |  |
| Arabic |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Chinese |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| English |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| French |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Russian |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Spanish |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Other Languages** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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E = Excellent G = Good F = Fair S = Slight

**3. Education**

Please describe your education, training or academic background that is relevant for this application.

**4. Professional experience and expertise**

Please provide information about knowledge of the Convention, your experience/expertise and highlight the elements that you consider most pertinent for this application.

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| **4.1 Proven knowledge/experience of the 2005 Convention** |
| **4.2 Solid experience in carrying out technical assistance in developing countries.** Please list all of your relevant experience in designing or implementing policies to support the CCIs at local, national, regional and/or international levels, particularly your **experience working in developing countries**.   |  |  |  | | --- | --- | --- | | Country | Year (from/to) (e.g., 20010-2011) | Project Description | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |
| **4.3 Please indicate your fields of expertise/professional experience (minimum 10 years):**   * Institutional development/organization of the creative sector * Elaboration and implementation of overall policies, strategies, regulatory frameworks * Cultural entrepreneurship skills development * Managing international cooperation projects in the field of culture * Developing policies or programmes for a specific sector (e.g., publishing, visual arts, music, copyright and related rights, etc.) * Data collection in the cultural and creative sector, cultural statistics, as well as sector specific mappings. * Any other relevant experience: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **4.4 Please indicate by ticking the left column of the table below those policy areas for which you are able to carry out technical assistance mission. You are expected to possess proven capacity to accompany beneficiary countries to design or revise laws, strategies, policies and measures in some of these focus areas. You can tick as many areas as you consider appropriate.**   |  |  | | --- | --- | | **Goal 1: Support sustainable systems of governance for culture** | | | **Policies and measures to support the development of dynamic cultural and creative sectors** | | |  | 1. Design or revise a law, strategy, policy and measure for the development of cultural and creative industries (CCIs), including in a digital environment | |  | 1. Design or revise a sector-specific law, strategy, policy and measure that supports different cultural and creative industries (e.g., film, music, visual arts, publishing, design, etc.) | |  | 1. Design or revise measures that invest in job creation, entrepreneurship and encourage the formalization and growth of micro-, small- and medium-sized enterprises in the cultural and creative industries | |  | 1. Design or revise a law on intellectual property rights, taking into account the challenges of the digital environment | | **Policies and measures to support media diversity** | | |  | 1. Design or revise a media policy or media strategy to guarantee media freedom and public access to information in the digital environment | |  | 1. Design or revise a media policy or media strategy to promote distribution and access to a diversity of cultural content in the media | | **Policies and measures to support diversity of content in the media** | | |  | 1. Strengthen public service media with a legal remit to promote the diversity of cultural expressions (public service media with cultural mandate) | |  | 1. Design or revise policies or measures that support regional or local broadcasters; linguistic diversity in media programming; community programming for marginalized groups; co-productions with other countries; and socio-cultural programming | |  | 1. Design or revise legislation to ensure visibility of diverse cultural expressions and discoverability of local cultural content | | **Policies and measures to support digital creativity, enterprises and markets** | | |  | 1. Design or revise a policy or measure to ensure vibrant domestic digital cultural industry markets with a diversity of e-player of all sizes | |  | 1. Design or revise specific policies or support mechanisms to foster modernization of cultural and creative industries and institutions (training schemes, funding for digitization of analogue industries, support to female entrepreneurs working with new technologies) | |  | 1. Design or revise policies or measures to promote digital creativity and support artists and other cultural professionals working with new technologies | |  | 1. Design or revise specific technical/vocational training on information and communication technology (ICT) for artists and cultural professionals | |  | 1. Design or revise policies and measures to enhance access to domestically produced cultural content in the digital environment | | **Goal 2: Achieve a balanced flow of cultural goods and services and promote the mobility of cultural professionals** | | | **Policies and measures to support the outward and inward mobility of artists and cultural professionals** | | |  | 1. Design or revise policies and measures to support the outward mobility of artists and cultural professionals (e.g., cultural agreements, memoranda of understanding, export offices, support for participation in international cultural markets, bilateral or international cultural partnerships and joint ventures, etc.) | |  | 1. Design or revise policies and measures to support the inward mobility of artists and cultural professionals (e.g., cultural agreements, memoranda of understanding, development projects, etc.) | |  | 1. Design or revise specific visa policies or other cross-border measures to support the inward mobility of foreign artists in your country (e.g., simplified visa procedures, reduced application fees, visas for longer durations) | |  | 1. Design or revise work permit regulations to support foreign artists and cultural professionals in your country (e.g., double taxation avoidance agreements, special work permits, health insurance, accommodation, subsidies to cover living expenses, etc.) | | **Policies and measures to support balanced international flows of cultural goods and services** | | |  | 1. Signing of co-production and co-distribution agreements to improve the distribution of cultural goods and services in the digital environment | |  | 1. Design or revise export strategies or measures to promote cultural goods and services abroad | |  | 1. Design or revise measures that provide incentives to import cultural goods and equipment | |  | 1. Design or revise fiscal measures on imports of cultural goods | | **Goal 3: Integrate culture in sustainable development frameworks** | | | **National sustainable development policies and plans to include action lines to support creativity and diverse cultural expressions** | | |  | 1. Design or revise national sustainable development plans and strategies that recognize the strategic role of culture, creativity and innovation and cultural and creative industries | |  | 1. Design or revise financial, infrastructural or other support mechanisms for artists and cultural professionals in rural/disadvantaged areas | | **Goal 4: Promote human rights and fundamental freedoms** | | | **Policies and measures to promote gender equality in the culture and media sectors** | | |  | 1. Design or revise policies and measures to support women’s full and effective participation in cultural life | |  | 1. Design or revise legislation to address cyber harassment, online trolling and targeted attacks, particularly against female artists on digital platforms | |  | 1. Design or revise policies to empower all women and girls, ensure their effective participation and equal opportunities to work in the cultural and creative industries, including in a digital environment | |  | 1. Design or revise policies and measures to support the recognition and advancement of women as artists, cultural professionals and/or creative entrepreneurs (e.g., ensure equal pay for equal work or equal access to funding, coaching or mentoring schemes, anti-discrimination measures, etc.) | |  | 1. Design or revise policies and measures to ensure equal opportunities at all levels of decision-making in culture and media sectors (e.g., ministries, public bodies and cultural facilities, training institutions and/or private companies) | | **Policies and measures to promote freedoms of creation, expression and participation in cultural life** | | |  | 1. Design or revise national regulatory frameworks that formally acknowledges the right of artists to freely create, disseminate and/or perform their artistic work | |  | 1. Design or reinforce an independent body to receive complaints and monitor violations to fundamental freedoms of expression including artistic and/or media freedoms, in particular against women | | **Policies and measures to promote and protect the social and economic rights of artists** | | |  | 1. Design or revise a governance process to make decision-making for government funding, state grants and awards for artists more transparent | |  | 1. Design or revise a law on the status of artist, including provisions to guarantee the right to form or join trade unions and professional organizations | |  | 1. Design or revision of revise social protection for artists (e.g., health insurance, retirement schemes, unemployment benefits, etc.) | |  | 1. Design or revise economic measures for artists (e.g., intellectual property rights, contracts, collective agreements, income tax and other frameworks, etc.) | |

**5. Please write a motivation letter describing your understanding of the Convention, your view on the benefits of ratification and reasons for your interest in being part of the Expert Facility of the 2005 Convention. Maximum 1,000 words.**

**6. Candidate’s Declaration**

I, the undersigned, certify that the information contained in my application is true and correct in all respects to best of my knowledge.

If selected to be included in the Pool of experts, I agree and accept to:

* Have my name, contact details and information concerning my professional profile and area of expertise, relevant to the project, be included in a publicly available online experts’ database managed by UNESCO.
* Ensure my availability to participate in an introductory training workshop scheduled to take place during the week of 11 February 2019 in Paris, France (venue to be confirmed).
* Ensure my availability to undertake technical assistance mission(s), if selected by a beneficiary country and if a contract is awarded by UNESCO, throughout the duration of the Project.
* Report any potential conflict of interests, when proposed a service contract; if a civil servant, to provide an official document from my administration certifying 1) authorization to take leave from my post for the period of the technical assistance mission; 2) that no conflict of interest exists between the technical assistance mission and the work of the administration.
* Prepare and submit a financial proposal for the terms of reference proposed by UNESCO in line with UNESCO’s administrative the rules and procedure.

Signature: Date:

**NB: This application is not valid and will not be accepted by the UNESCO Secretariat unless it is signed.**