

行政院公共工程委員會 函

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受文者：中華民國建築師公會全國
聯合會

裝

發文日期：中華民國 104 年 10 月 7 日
發文字號：工程技字第 10400320600 號
速別：最速件
密等及解密條件或保密期限：
附件：如說明

主旨：函轉財團法人國際合作發展基金會函，為有關該會與貝里斯政府合作之「貝里斯文化之家及週邊擴建計畫」博物館專家諮詢服務邀標資料，請轉知所屬會員參考，請查照。

說明：檢送財團法人國際合作發展基金會 104 年 10 月 2 日財國合發投融字第 1045000353 號函影本乙份。

訂

正本：中華民國工程技術顧問商業同業公會、中華民國營造工程工業同業公會全國聯合會、中華民國建築師公會全國聯合會
副本：工程產業全球化專案辦公室(含附件)

主任委員 許俊逸

本案依分層負責規定授權業務主管決行

線

此 mail 轉知各會員公會

全國建築師公會	
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附件(件)		

財團法人國際合作發展基金會 函

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受文者：行政院公共工程委員會

發文日期：中華民國104年10月2日
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 密等及解密條件或保密期限：
 附件：如文(10450003530-1.pdf、10450003530-2.pdf)

主旨：檢送本會與貝里斯政府合作之「貝里斯文化之家及週邊擴建計畫」博物館專家諮詢服務邀標資料，敬請查照並轉知所屬會員或教職員生。

說明：

- 一、旨揭計畫招標單位為貝里斯觀光、文化暨航空部，有意參與投標者請於本(104)年10月16日前將意向書(Expression of Interest)送本案負責人Neal小姐。N員聯絡方式:+501-227-2801(電話)、+501-227-2810(傳真)、juliet.neal@tourism.gov.bz(電郵)。
- 二、貝方邀標資料包括邀標書及專家工作說明書如附件。

正本：中華民國博物館學會、財團法人國家文化藝術基金會、財團法人中華民國對外貿易發展協會、國立台北藝術大學博物館研究所、國立台南藝術大學博物館學及古物研究所、天主教輔仁大學博物館學研究所、行政院公共工程委員會
 副本：外交部拉丁美洲及加勒比海司、外交部國際合作及經濟事務司、文化部

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REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTING SERVICES: MUSEUM DEVELOPMENT SPECIALIST

Institution: MINISTRY OF TOURISM, CULTURE AND CIVIL AVIATION (MTCCA)

Country: BELIZE

Project: BELIZE CITY HOUSE OF CULTURE AND DOWN TOWN
REJUVENATION PROJECT

Sector: TOURISM AND CULTURE

Contract/Bid No. CS - 004

Deadline: 16th October 2015

The Government of Belize has received loan financing from the Taiwan International Cooperation Development Fund (ICDF), under the "Belize City House of Culture and Downtown Rejuvenation Project". This project has the particular focus of investing in the improvement of the core competencies that the Belize City Downtown offers (economic activity, historic value, cultural heritage, community) in order to establish a sustainable model for socio-economic integration and development in the downtown area. This Project is being done in conjunction with the National Institute of Culture and History, and the Belize City Council.

As a result, the Ministry of Tourism, Culture and Civil Aviation, through its Planning and Project Development Unit, would like to contract the services of a **Museum Development Specialist** who will bring an optimistic, pragmatic, and entrepreneurial perspective while maintaining an effective management team and organizational culture that best serves the Museum's mission, vision, and goals. A confident but open-minded manager, he/she will have a proven track record and possess exceptional teamwork, communication, revenue-enhancement, and leadership skills. He/she will have an appreciation of the values, history, and traditions of an Urban Eco-Museum.

Duration of the assignment will be for a maximum of 2 years. This is a full time post that requires flexible working hours.

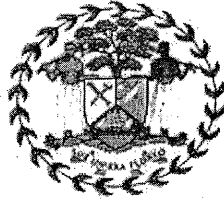
The MTCCA now invites eligible consultants to indicate their interest in providing the services of a Museum Development Specialist. Interested consultants must provide information establishing their qualification and experience to perform the required services. This information can include but not be limited to descriptions of similar assignments, experience in similar conditions, and availability of appropriate skills etc.

Consultants will be selected on the basis of International Individual Consultant Selection Based on Qualifications (QCII) procurement methodology and is open to all eligible bidders as defined in the policies.

Interested consultants may obtain further information at the address below during the hours 8:00 a.m. to 5:00 p.m., Monday to Thursday; 8:00 a.m. to 4:30 p.m. on Friday, to express interest in the consultancy, as well as, to request the Terms of Reference prior to submitting Curriculum Vitae (CVs).

Expressions of Interest must be delivered via direct mail or e-mail at the address indicated below by 10:00 a.m. on Friday 16th October 2015.

Ministry of Tourism, Culture and Civil Aviation
Attn: Ms. Juliet Neal, Coordinator
Planning and Project Development Unit (PPDU)
106 South Street, Belize City, P.O. Box 325
Tel: 501-227-2801/02
Fax: 501-227-2810
E-mail: juliet.neal@tourism.gov.bz



BELIZE CITY HOUSE OF CULTURE AND DOWN TOWN REJUVENATION PROJECT

TERMS OF REFERENCE

Museum Development Specialist

BACKGROUND:

The Government of Belize, has for the past few years, taken important strides towards re-asserting the potential of the urban centres in the country, with specific interest in re-discovering and/or redefining the roles that these centres have in the overall development of the country. In 2010, the Ministry of Tourism, Culture and Civil Aviation (MTCCA), in conjunction with the Belize City Council (BCC), conducted an urban development study for Belize City, the largest urban area in the country, and developed a twenty year Urban Development Strategy for the city. Within this context, the Urban Development Strategy for Belize City established that apart from redefining and improving on the urban infrastructure and fabric of the city, that an important exercise was also the need to rediscover the true value of Belize City, and use its core competencies as the foundation to revitalize the City. After preliminary architectural surveys were carried out in the downtown, it was discovered that the present design and some physical attributes of the urban fabric of the downtown, told the story of how Belize has developed and advanced, since its first settlers. Hence, the downtown area provides an opportunity for locals and visitors to learn experientially and be able to value the history and heritage of Belize and its people.

In 2014, under the framework of the National Sustainable Tourism Master Plan, and the Urban Development Strategy for Belize City, the Government of Belize and the Taiwan International Cooperation Development Fund (ICDF), entered into a loan agreement for the “Belize City House of Culture and Downtown Rejuvenation Project”, at a value of US\$5.3 Million. This project has the particular focus of investing in the improvement of the core competencies that the Belize City downtown offers (economic activity, historic value, cultural heritage, community) in order to establish a sustainable model for socio-economic integration and development in the downtown area. As a result, this Project, being executed in conjunction with the National Institute of Culture and History, and the Belize City Council will seek to: 1) Assist in the infrastructural improvements of key heritage assets in the downtown (including Commercial Center Building- Old Belize City Market; Development of a seaside promenade along the mouth of the Haulover Creek; Improvement of Pedestrian Environment around the Court House and Historic Belize City Port; Rejuvenation of Mule Park and Battlefield Park; Renovation of a few of the Old Colonial Era Architecture in the Downtown; and the Renovation of the Belize City House of Culture, and

Grounds); and 2) Develop a Urban Eco-Museum in the Downtown for both Belizeans and Visitors (including the Programming of the renovated buildings in the downtown to depict some aspect of the City's heritage or history; the re-programming of the current Belize City House of Culture into a museum that will depict major aspects of the City's heritage and history; the establishment of a new House of Culture Building; the carrying out of an Oral History Program in the area; and a capacity building program for members of the surrounding communities to build their appreciate of the local heritage and history of Belize City, and for them to have the requisite capacities to become equitably integrated within this economic development model for the downtown Belize City.

General Objectives of the Engagement:

The general objectives of the Project "Belize City House of Culture and Downtown Rejuvenation Project" (BCHOCDRP) is to (i) to assist in addressing the degeneration of the urban environment and identity in the Downtown of Belize City, specifically as it relates to preservation and management of Colonial Urban Heritage; (ii) to promote the improvement of the legislative framework for the preservation of colonial urban heritage countrywide; (iii) to promote awareness and appreciation of Colonial Heritage and the many tangible and intangible relics yet existent in Belize City, including the community story-telling tradition and the use of prestigious buildings and urban landscapes to tell the story of Colonial Belize City; and (iv) to encourage community participation and development in the regeneration of the Downtown of Belize City, and its public spaces.

Special Objectives

The Ministry of Tourism, Culture and Civil Aviation (MTCCA), through its Planning and Project Development Unit (PPDU), would like to contract the services of a **Museum Development Specialist** who will bring an optimistic, pragmatic, and entrepreneurial perspective to:

- (a) Support the National Institute of Culture and History's Museum of Belize and House of Culture's (HOC) Division in designing, planning, programming, developing and managing a new museum at the Government House in Belize City.
- (b) Build the capacity of the NICH Museums and HOC's Division in Museum Development and Management Best Practices.
- (c) Provide technical support to the execution of the ICDF - BCHOCDRP by the MTCCA.
- (d) Ensure the adequate alignment of museum plans at the Government House to National Policy Cultural Policy; local history and cultural context, local law and regulation, and national development agenda.

Principal Activities/Duties:

1. Provide leadership and oversight in the development of a new interactive museum at the Belize City Government House.

- This includes the design, programming and installation of the museum space.
- Oversight in the development of display and interpretive material.
- Development of a Museum Management (Human Resources, Financing, Management, Marketing) Plan, including Monitoring and Evaluation Tools, Development of Museum Business Development Plan, and Disaster Preparedness Plan.

2. Provide capacity building opportunities for NICH staff, Government House Museum staff and community members in the areas of Museum Development and Management (this includes Curator best practices, storage of museum displays/assets, installation of displays, museum tour route development, etc.).

3. Work in tandem with the BCHOCDRP Project Execution Unit to ensure the successful establishment of an Eco-Museum in the Downtown of Belize.

4. Provide oversight and management in the design and programming of museum space in the downtown of Belize City developed under the BCHOCDRP.

5. Collaborate with the NICH-HOC staff, the Project Execution Unit Community Specialist and the relevant agencies to ensure integration of community participation at all times, as well as inclusion of local social and cultural content in the development of the Eco-Museum and respective museum space.

6. Organize and establish an Organizational Management Structure for the Government House Museum.

7. Support community based initiatives within renovated building under the project, in establishing proper management tools and programs to ensure sustainability.

8. Monitor and Evaluate Museum Spaces development under the BCHOCDRP to ensure visitor satisfaction and quality standards.

Primary Responsibilities are in these 5 areas:

1. Institutional Development of Government House Museum including Business Development and Marketing.
2. Education, outreach and community relations
3. Design, Programming, Management of Museum Spaces Developed under the BCHOCDRP
4. Operational, Strategic Planning and Management
5. Governance and financial management of museum at Government House.
6. Specialized capacity building in museum development and management.

Characteristic Engagement:

- Category and Modality: This engagement is for an individual candidate and will be determined on the basis of *International Individual Consultant Selection Based on Qualifications* (QCII) process.
- Start Date and Duration: 2 years. This is a full time post that requires flexible working hours.
- Work Location: Belize City, Belize

Payment Schedule:

The Museum Development Specialist will be paid a monthly salary, at a rate to be negotiated during contracting.

Coordination and Report Arrangements:

The Museum Development Specialist will liaise directly with the Director of Museums and Houses of Culture at the National Institute for Culture and History, and will report to the Coordinator of the PPDU at the MTCCA, during the time of contract.

Minimum Requirements:

The ideal candidate has:

1. Minimum of four years' museum experience as a Director, Deputy Director, Senior Curator, or comparable museum management position. Responsibilities should include but not be limited to museum planning, design, development, or management.
2. Masters in Art History, Museum Studies, Museum Development and Management, or related field. Broad knowledge of Caribbean art history is required.
3. Experience in Eco-museum development or community base museum programs will be considered an asset. Candidate should demonstrate expertise, skills, and desire to engage a broader, more diverse audience, beyond the Museum's traditional audiences, to better reflect the cultural and historical value of the region.
4. Experience managing staff, especially energetic, creative professionals. Track record of hiring, mentoring, and retaining staff, and of welcoming volunteers.
5. Inspirational and motivational leader, a civic booster who will embrace the Museum, city, and region and serve as the public face of the Museum in the community. Friendly down-to-earth personality with no airs.
6. Ability to talk in an engaging and persuasive manner about art, wide-ranging exhibitions and programs, the value of museums to varied constituencies including collectors, civic officials, foundations, members, and a diverse public.
7. Knowledge of international museum standards and best practices.
8. Experience in working with women and at risk youth in community base development programs
9. Being bilingual, ability to multi-task, excellent public speaking and computer skills are essential.

Conditions of Engagement:

The conditions of this engagement will be regulated by and subject to the Labour Laws and Regulations of Belize, and by the procurement policies of the Taiwan ICDF.

