



Canadian Advisory Committee for the Memory of the World programme Call for applications

The [Canadian Commission for UNESCO](#) (CCUNESCO) is recruiting a new member of the Canadian Advisory Committee for the [Memory of the World](#) programme for an 18-month term (renewable for an additional 2 years) beginning in fall 2022. The Advisory Committee is a committee of experts in Canadian heritage and their work is to evaluate nominations of documentary heritage for inscription to the Canadian and International Registers of UNESCO.

The [Canada Memory of the World Register](#) showcases an ever-evolving list of documentary heritage representing Canada's linguistic, cultural, geographic, gender, spiritual, political, scientific, economic, and artistic development and diversity.

Please note that this is a volunteer position. Committee members will be reimbursed for costs associated with travel to and from in-person meetings.

Responsibilities

Committee members' responsibilities include, but are not limited to:

- advise on the frequency, number and deadline for receiving submissions for the Canadian Register;
- work with the CCUNESCO Secretariat (the Secretariat) to identify areas of focus for special calls for documentary heritage linked to those areas, as needed;
- contribute to the revision of calls for nominations, criteria, nomination forms, and other relevant documents in collaboration with the Secretariat;
- evaluate letters of intent and nominations to the Registers, and recommend inscriptions to the Secretariat;
- recommend delisting to the Secretariat if documentary heritage is destroyed or if the custodian fails to take appropriate preservation/protection measures;
- increase awareness of both the UNESCO Memory of the World programme and the Canadian Register, and ensure its promotion in Canada;
- work closely with the Secretariat to identify potential partners to advance the programme's goals;
- present reports to CCUNESCO's Executive Committee as required;
- in the case of the International Register, make recommendations to the Secretariat about which proposals to submit to the International Advisory Committee of the Memory of the World Programme.

Mandate and time commitment

Appointments are made to the committee for a two-year term, renewable once. The committee meets approximately four times per year to evaluate submissions. Preparation time, varying depending the number of submissions to review, is required before each meeting. Meetings may be held virtually or in-person (following public health recommendations on travel and gatherings).

Who can apply?

Applications are welcome from anyone with experience relating to documentary heritage, art history, history, archives, museums, and/or cultural heritage including curatorial, preservation and conservation.

We are actively seeking candidates who identify as Black, Indigenous, and People of Colour, people of diverse educational backgrounds, as well as members of other equity seeking and/or marginalized groups, such as disabled/differently abled individuals, and gender and sexually diverse persons.

All documents are translated, and simultaneous interpretation is provided during all meetings to ensure members can express themselves and be understood in the official language of their choice.

How to apply?

Fill out the written application form, along with a copy of your resume, and return to daly.koffi@ccunesco.ca before the deadline of **September 19, 2022**. You may find the application form attached to this message, and available at <https://en.ccunesco.ca/our-priorities/memory-of-the-world>.

If you have questions about the programme or the recruitment process please contact Joanne Stober, Programme Officer for Communication and Information, at joanne.stober@ccunesco.ca or by phone at (613) 601-2009.