



Canadian Advisory Committee for Memory of the World

Call for applications

The [Canadian Commission for UNESCO](#) (CCUNESCO) is recruiting new members of the Canadian Advisory Committee for [Memory of the World](#) for a two-year term beginning in fall 2021. The Advisory Committee evaluates nominations and recommends submissions for inscription to the Canadian and International Registers.

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 not 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:

- evaluating letters of intent and nominations to the Registers, and recommending inscriptions to the CCUNESCO Secretariat (the Secretariat);
- working with the Secretariat to identify areas of focus for special calls for documentary heritage linked to those areas, if needed;
- contributing to the development of calls for nominations, criteria, nomination forms, and other relevant documents in collaboration with the Secretariat;
- recommending delisting to the Secretariat if documentary heritage is destroyed or if the custodian fails to preserve and protect it;
- increasing awareness of the programme and ensuring its promotion in Canada.

A Chair, chosen among the Committee's members, is expected to spend more time interacting with the Secretariat, reviewing documents, preparing for meetings and responding to various requests relating to the 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, history, archives, museums, and/or cultural heritage. 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 **April 26, 2021**. 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 Elaine Young, Programme Officer for Communication and Information, at elaine.young@ccunesco.ca or by phone at (613) 601-2053.