



Hawai'i State Foundation on Culture and the Arts  
Solicitation for Hawai'i State Art Museum (HiSAM)  
FESTPAC – Hawai'i 2020  
CULTURAL PROGRAMMING COORDINATOR

Submission Deadline: October 31, 2019

250 South Hotel St, 2<sup>nd</sup> floor, Honolulu, HI 96813

Website – <http://www.hawaii.gov/sfca>

## FESTPAC – HAWAI’I 2020 AT HISAM

The State Foundation on Culture and the Arts (SFCA) will be a sponsor and venue for programming relating to FESTPAC – Hawai’i 2020 and will host an exhibition dedicated to artwork in the SFCA collection that relates to the FESTPAC themes. These programs require planning, coordination, and hands-on management. To be successful and have an impact on the community, the event requires personnel who are dedicated and focused solely on cultural programming.

## FESTPAC – HAWAI’I 2020

The Festival of Pacific Arts & Culture (FESTPAC) is the world’s largest celebration of indigenous Pacific Islanders, drawing artists, cultural practitioners, scholars and officials from member nations of the Pacific Community (SPC). FESTPAC is held every four years in a different Pacific Island nation, and Hawai’i is honored to host this dynamic showcase of Oceanic arts and culture from June 10 – 21, 2020.

FESTPAC – Hawai’i 2020 will feature live performances, cultural workshops, hands-on demonstrations, film, storytelling and more, exemplifying the diversity of traditional and contemporary arts and culture across Oceania. The event will also underscore the urgent issues Pacific Islanders face – from rising sea levels and the death of coral reefs to widening social inequality – as a way to illuminate our path toward the future. <https://www.festpachawaii.org/>

## BACKGROUND

The Hawai’i State Foundation on Culture and the Arts (SFCA) was established in 1965 as the official state arts agency of Hawai’i to promote, perpetuate and preserve culture and the arts in Hawai’i. The purpose of the Art in Public Places Program is enhance the environmental quality of the public state buildings and spaces for the enjoyment and educational and cultural enrichment of the public. <http://sfca.hawaii.gov/>

The Hawai’i State Art Museum (HiSAM) is located on the 2<sup>nd</sup> floor of the No. 1 Capitol District Building, 250 South Hotel Street, in downtown Honolulu, Hawai’i. Admission is always free. The museum is open Monday – Saturday, 10:00 am – 4:00 pm, and with extended hours on the first Friday of each month from 6:00 – 9:00 p.m., except for state and federal holidays. View some of the best contemporary art from across the state of Hawai’i in our exhibits.

**Hawai'i State Foundation on Culture and the Arts**

**FESTPAC – Hawai'i 2020 @ HISAM**

**CULTURAL PROGRAMMING COORDINATOR**

**Cultural Programming Coordinator to lead development, scheduling, coordination and promotion of cultural programming for FESTPAC – Hawai'i 2020 at the Hawai'i State Art Museum (HiSAM).**

Cultural Programming Coordinator – temporary assistance to develop, implement and promote festival-related programs and community events to increase access to the arts. Responsibilities include coordinating main stage and small stage programming at the Hawai'i State Art Museum from June 10 – 21, 2020.

Time of performance:

- Contract dates November 15, 2019 – June 30, 2020.
- Eight days of stage programming, with three to five performances and cultural presentations per day.
- A minimum of three evening events.

Requirements:

- Must have experience in developing public programming specifically for museums and or cultural institutions in Hawai'i.

Must submit:

- Resume
- Description of past coordination work in museums and cultural institutions in Hawai'i
- References
- Itemized budget

Scope of Work:

- Coordinate with artists and presenters to plan a schedule of programming using FESTPAC themes and exhibit content as a framework, ensuring that appropriate artists present together.
- Work directly with FESTPAC – Hawai'i 2020 committee, PA'I Foundation, presenters, and SFCA to schedule 8 days of performances and demonstrations.
- Work with the FESTPAC Marketing Contractor and SFCA's information specialist to ensure the presentation schedule is widely circulated.

- Work with Logistics Coordinator to schedule transportation for presenters between the University of Hawai'i dorms, the Convention Center, and the Hawai'i State Art Museum (minimum of three buses per day, paid for by SFCA).
- Responsible for stage management, including scheduling with Logistics Coordinator and SFCA staff concerning the tents, staging, tables, chairs, lighting, sound, etc. (paid by SFCA).
- Coordinate cultural programming on the main tent/stage and cultural presentations on three side tents/stages, as well as the collaborative space in the SFCA's multipurpose room.
- Manage the presenters' staging area in room 103.