

Hawai`i State Foundation on Culture and the Arts  
Solicitation for Coordinator  
Virtual Art Summit at Hawaii State Art Museum

Submission Deadline: December 1, 2020



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

96813 Website –

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

## 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, preserve and encourage culture and the arts as central to the quality of life of the people of Hawai'i. The purpose of the Art in Public Places Program is to acquire and display works of art and manage the Art in Public Places Collection to insure accountability, accessibility, preservation, and appropriate use in order to enhance the environmental quality of the public state buildings and spaces for the enjoyment and educational and cultural enrichment of the public.

For more information about the agency and the program, please see the following links: <http://sfca.hawaii.gov/> [SFCA website]

<http://sfca.hawaii.gov/about-us/archive/publications/> [Annual reports, 2014 Audit Report, strategic plans, eNews, etc.]

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, Hawaii. **Admission is always free.** The museum is open Monday – Saturday, 10:00 am – 4:00 pm. HiSAM is a venue for the **Art in Public Places Program** of the Hawai'i State Foundation on Culture and the Arts. Most of the collection is on display in public buildings, including libraries, schools, and state offices. Artworks in the collection are primarily contemporary works by artists with a connection to Hawai'i.

The Hawaii State Museum is to provide broadly accessibly educational programs, exhibitions, and activities that promote and encourage the excellence and diversity of the arts and culture of Hawaii. Public programs play an important role in fulfilling the museum's mission. These programs require planning, coordination, and hands-on management. To be successful and have an impact on the community, public programming requires personnel who is dedicated and focused solely on this area of the museum.

The SFCA is seeking for professional coordination of an arts summit in Spring 2021 to increase access to the arts and arts education. The Summit will function as meeting point for all of Hawai'i and beyond, connecting artists and thinkers with art lovers, and young people and their families.

The Summit is timed to take place one year in advance of the Triennial to provide the opportunity to facilitate site and research visits in Honolulu and to participate in public engagement opportunities.

In addition to a series of weekday keynote presentations, we are planning a weekend Family Day on Saturday, February 13, 2021 to present a full day of public programming that entirely concentrates on children, families and young people, key audience constituents of Hawaii's vibrant community

## Scope of Work

Scope of work and itemization in budget proposal is to include:

- Family Day virtual programming at HiSAM on February 13 to be conducted between the hours of 9 am and 4 pm
- Speakers (2 sessions per day) on February 10-12
- Family & keiki workshop materials needed to produce family day programming
- Speaker honorariums
- Professional videography and editing with final presentation on a digital platform
- Travel costs for curators and speakers if appropriate
- Digital engagement needs for multi-function website
- Study hall and professional development materials
- Summit education materials (digital and printed matter)

Dates of Summit: Wednesday, February 10 - Saturday, February 13, 2021

The summit will consist of virtual (digital) broadcasts utilizing internet technologies connecting with audiences spanning the Hawaiian Islands, as well as regionally and internationally. Up to 2 sessions per day focusing on the arts and arts communities.

Daily live sessions will be coordinated in lieu with local, regional and international timezones, and may include pre-recorded sessions that are broadcasted during the Summit. Through a combination of panels, in-conversations and workshops, the Coordinator will rely on the use of multi-media such as Zoom, to provide access to this summit for the community.

### **Requirements:**

- Extensive knowledge of the arts community in Hawaii and across the globe with specific experience in arts events with cross coordination of various arts institutions
- Knowledge of Photoshop, Illustrator, adobe Acrobat, In-Design
- Must be proficient with Macs and PCs
- Must have experience in developing public programming specifically for museums and cultural institutions in Hawaii in regards to arts organizations.

### **Must submit:**

- Itemized Budget
- Programming proposal for Summit days Feb 10-13 including Family Day
- Resume with list of past experience in above listed requirements
- Work Samples and
- Description of past coordination work in museums and cultural institutions in

Hawaii

- References

**SELECTION:**

**Must be compliant at close of solicitation. Proposals will be evaluated on the budget, work samples and proposals. Award will be based on the greatest benefit to the State, not the lowest bid**