

## **TERMS OF THE OPEN CALL FOR DIRECTOR OF THE FUNDACIÓ ES BALUARD MUSEU D'ART CONTEMPORANI DE PALMA**

The Fundació Es Baluard announces a senior management call to fill the position of Director of Es Baluard Museu d'Art Contemporani de Palma (hereinafter Es Baluard), with the mission of managing, programming, administering and representing said Museum, as well as promoting its cultural and educational activities.

It is the will of the Fundació Es Baluard to follow best practices for the management of museums and art centres, in the sense of exercising a transparent, democratic and participative form of cultural management and, therefore, to invite an independent jury of experts to choose the best project for the Museum and the most suitable candidate to occupy the position of Director.

The call is guided by the following **TERMS**:

### **1. The Fundació Es Baluard Museu d'Art Contemporani de Palma**

To manage the Museum, a foundation named Fundació Es Baluard Museu d'Art Modern i Contemporani de Palma, CIF G57223992, duly registered in the Register of Foundations, was established by means of a Resolution published in the Butlletí Oficial de les Illes Balears No. 134, of 25 September 2003.

### **2. Objectives of the Foundation**

Article 5 of the Statutes of the Foundation establishes the objectives of supporting, conserving, exhibiting and promoting the Museum of Contemporary Art of Palma; promoting the artists and works directly or indirectly related to the artistic reality of the Balearic Islands, the works that the Foundation possesses by any means, as well as those from the Serra Collection. This is without prejudice to any new contributions that may be made at any time, as well as to the permanent attention given to national and international trends, ensuring their appropriate dissemination. The acquisition or possession of goods by any means shall also be a foundational objective.

### **3. Functions and responsibilities of the Director**

The functions and responsibilities of the Director of Es Baluard are described in Article 18 of the Statutes of the Foundation.

In terms of the works of art, it is the responsibility of the Director to supervise and coordinate the activities related to the Collection loaned and deposited by the Fundació d'Art Serra, along with all the works loaned by the other founders and those already in the Foundation's possession.

The Director's responsibilities include, but are not limited to:

- a) Supervising the state and conservation of the Museum's installations, services and furnishings.
- b) Organising and coordinating the permanent exhibition of the Collection and all other works of art belonging to or entrusted to the Foundation in any capacity whatsoever.

- c) Promoting, safeguarding, conserving and restoring the works in the Collection and all other works of art belonging to or entrusted to the Foundation.
- d) Organising and coordinating the publication of guides, catalogues, documents and other technical support ordered by the Foundation.
- e) Supervising and coordinating the use and exhibition of the works deposited in the Museum.
- f) Promoting the improvement and growth of the Museum's collection on the basis of the guidelines set by the Board of Trustees and the advice of the Acquisitions Commission.
- g) Carrying out any action that benefits the Museum and the works of art.

The activities carried out by the Director in the artistic area shall, in all cases, be in accordance with the provisions of the Board of Trustees and within the budgetary limits of the Foundation.

In carrying out economic and administrative functions, it is the responsibility of the Director to:

- a) Submit the annual accounts for the approval of the Board of Trustees.
- b) Submit for the approval of the Board of Trustees the plan of action for the following fiscal year, together with the corresponding income and expenditure budget, in the manner provided for in Article 9 of the Foundation's Statutes.
- c) Coordinate the different bodies and activities of the Foundation in order to implement the approved action plan and budget.
- d) Supervise the Human Resources, services and collaborations departments of the Foundation and hire the necessary personnel according to the approved budgets.
- e) Carry out any other functions entrusted to the Director by the Board of Trustees.

#### **4. Requirements for applicants**

The following requirements must be fulfilled:

4.1. Be of legal age and have a Spanish nationality or that of a member country of the European Union. Otherwise, prior to the formalisation of the contract, legal residence and work permit in the Balearic Islands must be accredited.

4.2. Hold a university degree or equivalent.

4.3. Have proof of significant professional experience in directing, programming and/or managing museums, art centres and/or cultural spaces, and have substantial knowledge of contemporary visual arts, culture, thought and art practices.

4.4. Knowledge of one of the two official languages of the Autonomous Community of the Balearic Islands is required in order to guarantee the correct performance of responsibilities, as well as the ability to carry out work in the other co-official language within two years. This must be duly accredited. It is also necessary to accredit knowledge of the English language at a work level. If the applicant cannot accredit this knowledge by means of official certificates, the jury will assess it in Phase 3 of the procedure. Knowledge of other languages will also be assessed.

4.5. Candidates must not have been dismissed by disciplinary proceedings from any public administration, nor be under any kind of disqualification from holding a post or public office by

judicial decision. If you are a national of another State, you must not be disqualified (or in any equivalent situation) and you must not have been subject to any form of disciplinary penalty (or equivalent) which in your State would, under the same terms, bar you from public employment.

## **5. Merits and qualifications to be taken into consideration in the selection procedure**

The following merits and qualifications will be considered:

5.1. University degrees other than the one required for admission to the call and, in particular, those corresponding to the disciplines of art, history, business economics, law and the humanities. Maximum of 6 points (two points for each university degree, one point for any other university degree not included in the above).

5.2. Specific postgraduate studies related to contemporary art, criticism, culture and thought. Maximum of 5 points (one point per postgraduate degree).

5.3. Experience in the artistic direction of museums, foundations or institutions dedicated to contemporary art. Maximum of 15 points (one point per year of accredited work or fraction thereof in the event that the year is not completed).

5.4. Experience in curating solo or group exhibitions in museums and art institutions of national or international relevance, to be assessed by the selection committee. Maximum of 15 points (one point for every five exhibitions).

5.5. Work experience in contemporary art collections, either as a Director, Manager, Curator, Historian or Acquisitions Advisor. Maximum of 10 points (one point per year of accredited work or fraction thereof in the event that the year is not completed).

5.6. Proof of experience in sponsorship and/or patronage work for museums, foundations or events of a national or international nature. Maximum of 10 points.

5.7. Demonstrable knowledge of the world of publishing, having worked in museum publications departments, or in editorial management and coordination in museums, institutions, journals or publishing houses of recognised national or international prestige. Maximum of 5 points (one point per year of accredited work or fraction thereof in the event that the year is not completed).

5.8. Proof of teaching experience in universities, Master's degrees, MBAs or in the direction and/or teaching of courses in museums or relevant institutions. Maximum of 5 points.

5.9. Published written works, research, essays and critical texts related to art, culture and contemporary thought. Maximum of 10 points.

5.10. Experience in the artistic direction of biennial events, festivals, fairs or art events of a national or international nature. Maximum of 10 points (one point for each event).

5.11. Proof of knowledge and/or experience in working with the public sector. Maximum of 5 points.

5.12. Knowledge of languages other than those indicated in the requirements and always on the basis of the corresponding qualification. Maximum of 4 points (one point per language).

## 6. Submission of applications

Candidates must provide the following documentation:

- 1) Valid identification document and, if applicable, residence and work permits.
- 2) University degrees or equivalent.
- 3) Curriculum vitae and documents accrediting the requirements and merits stated, especially those related to the academic qualifications and professional experience included in the CV and, in general, all certificates and/or documents considered appropriate to prove the aforementioned merits and qualifications.
- 4) The development of a preliminary management and museological project plan including the objectives and guidelines to be followed over the next four years, as well as a programming proposal for the first two years, in accordance with the characteristics indicated below:

Maximum length: 25 pages

Page format: DIN A4, with 2.5 cm top, bottom, right and left margins

Font and size: Times New Roman 12

Spacing between paragraphs: 0.6 and 0.6 points

Line spacing: single line spacing

## 7. Procedure, place and deadline for submissions

Candidates interested in participating in the selection process must submit the application form, in accordance with the model stated in **Annex I**, along with the documentation of requirements, merits and qualifications, which must be submitted as originals or as certified photocopies, as well as the written preliminary project plan.

This documentation must be submitted in either of the co-official languages (Catalan or Spanish) to the Museum's Administration Department, from 10 am to 2 pm, from Monday to Friday, in a sealed envelope or by registered post (the date must be justified by the postage stamp). The following must be indicated: "Application for the position of Director of the Fundació Es Baluard Museu d' Art Contemporani de Palma".

### **Fundació Es Baluard Museu d'Art Contemporani de Palma**

#### **Àrea d'Administració**

**Plaça de la Porta de Santa Catalina 10**

**07012 Palma (Illes Balears)**

The application for participation in the call must also be sent in digital format (pdf) to the following address: [museu@esbaluard.org](mailto:museu@esbaluard.org)

The deadline for submissions is 35 working days from the day after the publication of this call in the Butlletí Oficial de les Illes Balears (BOIB).

Failure to submit any of the requested documents or submitting applications after the deadline

will result in the automatic exclusion of the candidate.

Once this call for applications has been published in the BOIB, the different announcements and communications relating to this selection process will be made via the Foundation's website: [www.esbaluard.org](http://www.esbaluard.org)

The reference date for fulfilling the requirements and the possession of the stated merits and qualifications is the end of the period for submitting applications.

## **8. Evaluation and selection process**

The Evaluation Committee, appointed by the Foundation's Executive Committee, will be made up of five experts and professionals with recognised prestige in the field of art and art centre management.

The names of the members of the Evaluation Committee will be announced before the deadline for the submission of applications.

The Fundació Es Baluard's own Secretary will act as Secretary at the Evaluation Committee sessions, and the Vice-secretary will act as Deputy Secretary. The functions of the Secretary of the Evaluation Committee and their Deputy are public trust and the attendance of its members.

### **Procedure to follow:**

**First phase:** the Evaluation Committee will review the documentation presented by the candidates and will verify the fulfilment of the requirements established in Point 4.

**Second phase:** the Evaluation Committee will carry out an objective assessment of the documentation submitted by the candidates who meet the requirements established in Point 4 of the terms, evaluating the merits presented up to a maximum of 100 points, in accordance with the provisions of Point 5. An assessment will also be made of the preliminary management and museological project plan, as well as the programming proposal, up to a maximum of 60 points.

**Third phase:** the Evaluation Committee will summon the three candidates who have obtained the highest score in the second phase, in accordance with the established scoring system, for an interview. The purpose of the interview is to enable the Evaluation Committee to carefully assess the applicants, as well as to clarify any doubts regarding the preliminary management and museological project plan, the programme, the curriculum vitae and/or the merits and qualifications put forward. In any case, the candidate shall be summoned at least 48 hours in advance so that they may appear before the Evaluation Committee.

For the second and third phases, the Evaluation Committee will take into account the following **criteria**, in addition to all those that the Committee itself deems appropriate:

A. The ability to develop networks of work relationships, both within the Balearic Islands, nationally and internationally, that foster collaboration with other art centres, creative spaces, government bodies, universities and other artistic and academic institutions, art galleries, associations and groups of professionals in the sector, research centres and cultural organisations for the joint organisation of projects and activities that promote the recognition of the Museum on the international circuit.

B. Proven experience and ability to encourage external sponsorship of the Museum's activities and to attract resources from the appropriate economic agents, both public and especially private, as well as to prepare budgets and efficiently manage the resources obtained in order to consolidate the Museum's activity and projection.

C. Experience in managing relations with local, national and international media.

D. Experience in coordinating activities with agents from the private and public cultural sector to enable synergies, expand local and international public projection and increase the number of visitors, as well as the execution of programmes aimed at promoting cultural tourism.

E. Connections with prestigious personalities in the art sector, with the aim of proposing possible candidates for an independent, ethical Acquisitions Committee made up of members with nationally and internationally recognised professional careers.

F. A high level of skills in the areas of leadership, communication, negotiation, team management, planning, prioritisation and decision-making.

#### **Scoring system:**

Merits and qualifications: up to 100 points

Project: up to 60 points

Interview: up to 40 points

The call for applications may be declared void if the Evaluation Committee considers that none of the applications submitted meet the requirements for the position of Director.

In the event that the Evaluation Committee decides to declare the position unfilled, a proposal will be submitted to the Museum's Executive Committee so that at the next meeting of this governing body a resolution may be adopted to terminate the call procedure.

Once the selection process has been completed, the documentation will be returned to the candidates.

#### **9. Appointment**

The Evaluation Committee shall draw up a reasoned proposal on the selected candidature and submit it to the Executive Committee of the Foundation so that, if appropriate, it may agree to its approval. This agreement must be ratified by the Board of Trustees of the Foundation, in accordance with the provisions of Article 17 of its Statutes.

#### **10. Recruitment arrangements and incompatibility**

The person appointed to occupy the position in question shall sign a senior management contract, regulated by Royal Decree 1382/1985, of 1 August, which regulates the special employment relationship of senior management personnel. They will be subject to the regime of incompatibilities for staff in the service of the Public Administrations established in Law 53/1984, of 26 December.

The employment contract with the Foundation shall have a duration of four (4) years, with the possibility of extension for a further two (2) years, unless expressly terminated by either party, three months prior to the expiry date.

At the end of the six (6) year period, the contract may be extended for successive years, unless expressly terminated by either of the two parties with the same notice period as indicated above.

Extensions of the contract must be explicitly approved by the Executive Committee of the Foundation at least three months before the end of each period.

The Director shall be subject to evaluation following the criteria of effectiveness and efficiency, responsibility for management and control of results based on the objectives that have been set. Tenure of the position shall depend on the evaluation of performance.

The Director agrees to work in accordance with the “Document of Best Practice in Museums and Contemporary Art Centres” and the code of ethics established by the Museum.

The salary is 75,000 euros (gross) per year.

Dedication must be exclusive and full-time to the Foundation. Exceptionally, the Director may be allowed to participate in a project external to the Museum, with the express authorisation of the Foundation’s governing bodies.

The employment relationship will be governed by the terms of the specific contract and by the applicable regulations.

## **11. Confidentiality**

The Foundation guarantees absolute confidentiality regarding the participation of candidates in this selection process, as well as any of their personal and professional data.

In order to respect the confidentiality and anonymity of applicants, a code will be assigned to each candidate.

Only the name of the successful candidate for the position of Director of the centre will be made public.

Those who submit an application to participate in this selection process are deemed to have given their consent for the Foundation to process their personal data for the purposes arising therefrom.

## **12. Acceptance of the terms**

Participation in this call implies acceptance of the published terms.

## **13. Principle of equality**

This call for applications and the selection process provided for therein are governed by the principles of equal treatment and opportunities and non-discrimination on grounds of gender as set out in Organic Law 3/2007, of 22 March, for the effective Equality of Women and Men and Law 3/2012, of 16 February, which amends the Law for the Equality of Women and Men.

#### **14. Further information**

Those who are interested can obtain all the necessary information by accessing Es Baluard's website: **[www.esbaluard.org](http://www.esbaluard.org)**

The complete information and annual reports are updated on the centre's website.

These terms have been revised and definitively approved by the Foundation's Executive Committee during the extraordinary session of 4 December 2023.