

## **Florida Connecting to Collections Overview**

### **Year 1 – Develop Emergency Management Plans**

### **Year 2 – Develop Collections Policies**

- **Regional cohort groups will work within a structured environment involving training workshops and mentors supporting mentees as they develop their organization’s plan during a nine-month window**

### **Four regions, annually**

- Southeast Florida (West Palm Beach Fort Lauderdale, and Miami south to Key West)
- Central Florida (Orlando, Gainesville, Daytona Beach)
- Southwest Florida (Tampa, St. Petersburg, Sarasota, Naples)
- North Florida (Tallahassee, Pensacola, Jacksonville).

### **Mix of participants**

- From archives, libraries, and museums
- In each region:
  - Approximately one-third “mentor” organizations
  - Approximately two-thirds “mentee” organizations

### **Partners**

- Florida Association of Museums Foundation
- Florida Art Museum Directors Association
- Florida Department of State
- Florida Library Association
- Florida Public Archaeology Network
- Florida Trust for Historic Preservation
- Society of Florida Archivists

### **Schedule for each year**

- Nine months each from start to submission of new plan or policy to governing authority
- Three daylong training workshops with webinar training and around-the-conference-room-table discussions in months one, four, seven
  - Live webinars (watched by the four regional cohort group simultaneously)
  - Discussions (among mentors and mentees) facilitated by a mentor
- Mentors and mentees work together between workshops to develop specific plans for the mentee organizations. Three pre-scheduled meetings
- A work plan to assist the mentee organization in completing its plan on schedule
- An on-line community for problem-solving and refining draft plans
- In advance of Workshop One, mentees draft table of contents for their plan
- Workshop 3 includes leadership and advocacy training
- “Graduation” event with legislators

### **Website for a self-paced program to create own plan or policy**

- Process can be replicated
  - By an organization working internally
  - Among organizations who self-select to work one-on-one with a regional colleague
  - With funds raised locally to create an additional cohort in that region

<http://www.flamuseums.org/professional-development/connecting-to-collections/>

## **Competitive Application to Participate**

### Selection criteria for mentors:

- Skills, knowledge, and abilities
- Role they have played in developing and updating emergency or collections plans for their organization
- Leadership role they have played in mentoring, encouraging, or sharing their professional knowledge
- Commitment to share information about the importance of collections preservation and conservation to local media and public officials
- **One or several mentors able to/willing to take leadership in**
  - Leading the workshops
  - Participate in workshop leadership training to develop skills to use the webinar content to lead discussions

### Selection criteria for mentees:

- Commitment letter from the board or organizational head that the organization is committing the resources and time needed to develop the plan, and train staff to implement the plan
- Leadership role they are likely to play in mentoring, encouraging, or sharing their professional knowledge
- Commitment to share information about the importance of collections to local media and public officials

The Steering Committee will review and select applicants based on creating a cohesive cohort group with appropriate mentor/mentee matches

- Balance among the different disciplines
- Range of mentor abilities, skills, and knowledge to assist mentees in writing their plans
- Evidence that the individuals will be likely to play a leadership role in advocating for collections care, in developing collaborative practices in the region in the future, and encouraging others to develop a similar process for additional organizations in the region.
- Assign two mentees to each mentor, on average

## **Incentives to Participate**

### Incentive for mentors:

- Acknowledged as a leader in their community or organization
- By mentoring others, they improve their own work
- Develop a network of trusted colleagues to call on in an emergency and to serve as the nucleus for future mutual aid networks
- *\$800 honorarium to the mentor's organization to defray staff time for participation and mileage*
- *\$100 honorarium to the mentor's organization for mentor facilitating each workshop*
- *\$200 honorarium to the mentor's organization for webinar instructors, per webinar (not all instructors will be mentors)*

### Incentive for mentees:

- Develop and trained in implementing an emergency plan or a collections plan
- Develop a network of trusted colleagues to call on in an emergency and to serve as the nucleus for future mutual aid networks
- Provided with knowledge to help them become leaders, and in turn, mentor other organizations in the future.

## **Steering Committee Responsibilities**

- Publicize and recruit applicants from their field; coordinate with their state-wide organization
- Attend two Steering Committee meetings to shape the program
- Review and select each cohort

- Review curriculum and help identify instructors for webinars held during the workshops
- Review website
- Monitor workshops in their region, as available
- Monitor on-line discussions among participants and contribute as appropriate
- Attend “graduation” ceremony in their region with elected officials as available
- Review evaluation plans
- Present information about the project in their respective newsletters, on websites, and at each of their conferences
- Encourage peers to develop their own regional cohort groups and disseminate information about the handbook widely

### **Evaluation**

Evaluator to identify specific goals and approaches to each evaluation component and to develop logic models, or outcomes-based planning and evaluation models, including

- Efficacy of training workshops, noting suggestions for change in subsequent workshops
- The program model itself
- Ways in which organizations are working (or not working) together
- Effectiveness of the mentoring relationships and of any other affective elements sparked by the initiative
- Knowledge and skills gained; behavior changes
- Impact of the program on participating organizations.