

ASSOCIATION OF NOVA SCOTIA MUSEUMS


Governance & Management



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Guiding Statements

- Need to define you, not museums in general
- Inspire people to get involved
- Be clear and concise



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What	• Customer needs you are attempting to fill (not what products or service are offered)
How	• Tasks • Technologies • Methods
Who	• The primary customers are
Why	• Reasons or motivations for the work you do
Distinctive Competence	• What you want emphasized • What makes you different • What you want customers to think of you

Image from makeadentleadership.com

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Mission Statement

The XX Society curates and celebrates the agricultural heritage of X, and provides a common ground for people who want to grow food, connect with their community and develop practical knowledge.

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Governance

- Board type
 - policy
 - administrative
 - advisory
- Committees & Teams



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- The governing body of the museum and as such accepts all legal responsibility for the institution.
- Manages the organization.
- Formulates the museum's statement of purpose.
- Ensures the purposes for which the museum exist are being fulfilled.
- Sets policy by formulating and reviewing written policy statements.
- Interprets the community needs/problems to the organization.
- Ensures procedures are established to implement policy.
- Monitors policy implementation.
- Controls the finances of the organization.


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- Approves the budget and ensures sufficient funds to meet it.
- Employs, counsels and evaluates the director or curator.
- Sets the human resources policy.
- Monitors and evaluates the organization's operation.
- Authorizes long-term and short term plans.
- Serves as a review panel providing expertise, wisdom and an objective viewpoint for the organization.
- Promotes the museum in the community.
- Maintains and builds the Board.
- Establishes a structure to carry out the Board's work.

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Governance

- Nominating Process
 - Ongoing
 - Tapped into community
 - Addresses identified needs
 - Communicates obligations



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"We're the only ones holding up this company."

Image from 123rf.com

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Management


- Human Resources Policy
- Contracts & fair wages
- Job descriptions
- Performance Reviews
- Exit Interviews



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Volunteer Management

- Be specific – tasks, time, etc.
- Understand why they got involved
- Application process
- Goal reviews
- Exit interviews
- Recognize & celebrate!



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Professional Development

- Make a plan!
- Continuous learning
- Board, staff, volunteers...
- Balance needs & interests
- Share with each other



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Succession Planning

Replacement vs. Succession

• Reactive	• Pro-Active
• Form of Risk Management	• Planned Future Development
• Substituting	• Renewing
• Narrow Approach	• Organized Alignment
• Restricted	• Flexible

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The logo consists of a purple 'Q' and a green 'A' with a reflection effect below them.

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