



MAP: Who Is Involved?

MAP Staff

MAP is funded by the Institute of Museum and Library Services (IMLS) and administered by AAM. MAP staff's key roles are:

- guiding participating museums throughout the assessment process
- identifying the Surveyors with the appropriate background for each assessment
- securing Surveyors to visit each museum in the program
- supporting Surveyors throughout the review process
- reviewing the Surveyors' report according to the Peer Reviewer Evaluation Rubric (see page E12)
- creating and revising program materials, policies, and procedures as needed, with the ongoing input of the museum field.

IMLS Staff

IMLS funds MAP through grants to eligible participating museums. These funds cover:

- most of the museum's program fee (AAM's administrative costs)
- Surveyor travel costs
- Surveyor honorarium
- technical assistance and implementation

Generally, IMLS does not interact directly with Surveyors.

MAP Advisory Committee

Established by a Memorandum of Understanding (MOU) between IMLS and AAM, the MAP Advisory Committee role is to review and give advice regarding:

- the program's major strategic directions
- current needs in the field
- marketing
- funding

Advisory Committee members, who serve two-year terms, represent the geographic regions and disciplines served by MAP and include a representative from the IMLS National Museum Services Board.

Museums and the Assessment Team

Museums participate in MAP for many reasons, including:

- to receive a "check-up" before pursuing accreditation
- to identify key issues at the start or conclusion of a large project
- to improve the staff and/or governing authority's understanding of standards and best practices
- to gain new perspectives on difficult issues
- to begin a planning process

During your review of the institution, identify and refer regularly to the museum's key goals.

Occasionally the goals will be less than straightforward, and museum staff may connect them to personal issues. In such cases, the Surveyor(s) must be particularly careful to structure the assessment in the context of institutional issues and recommendations.

Each participating museum is encouraged to create an Assessment Team to foster an atmosphere of dialogue, planning, and cooperative decision-

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making. The Assessment Team is responsible for:

- overseeing completion of the assessment
- scheduling the MAP Surveyor site visit
- ensuring that the museum begins the process of planning and implementation

Surveyors

Those of you who work with the Museum Assessment Program are called Surveyors. More than 800 museum professionals work as Surveyors on AAM's behalf, representing museums of all disciplines and governance types. While your backgrounds are varied, you all have demonstrated a certain level of knowledge and experience. You hold professional-level positions and participate in day-to-day operations at your institutions. In addition, you have worked in the field in a professional capacity long enough—at least five years—to develop an understanding of museum operations. Following the completion of a visit, Surveyors receive a small honorarium in recognition of their time and effort.