



BCMA Professional Development and Education Committee 2023 Terms of Reference

1.1. Purpose

The Professional Development and Education Committee provides support to the BCMA in developing high quality and accessible professional development, peer networking, and educational opportunities for the BC museum community.

1.2. Role

The Professional Development and Education Committee provides strategic guidance on training, peer networking, and educational program development to the BCMA in alignment with the JEDI (justice, equity, diversity & inclusion) goals of the organization including but not limited to online resources, annual conference, regional workshops, the museum mentorship program, and other educational opportunities.

1.3. Membership/Composition

Committee membership is open to any BCMA member in good standing with a goal of diversity of representation. The committee will be chaired or co-chaired by a Council member. The committee will be comprised of not less than four members and not more than nine.

1.4. Duties and Responsibilities

Specific priorities include:

- Advising on educational strategy to support BCMA staff
- Liaising with Conference working group on themes and program content
- Connecting with museums, cultural organizations, knowledge experts, educational institutions, and funding organizations to further the BCMA professional development goals
- Ensuring awareness, inclusion, diversity, and accessibility of professional development and educational programs for members across the province

1.4. Reporting

The committee reports to BCMA Council as an advisory committee.

1.4. Meeting frequency

Quarterly, or as agreed by committee members. BCMA staff or committee members may call additional meetings as needed. Meetings will primarily be held via Zoom or other communication platform.

These terms of reference were approved by Council in May 2023.

Review date: March 2024