

ALBERTA MUSEUMS ASSOCIATION

# RECOGNIZED MUSEUM PROGRAM REVIEW PANEL OVERVIEW



# Review Panel Overview

## **INTRODUCTION**

The Alberta Museums Association (AMA) Recognized Museum Program (RMP) is an accreditation program for Alberta's museums. Review Panels made up of museum professionals across Alberta ensure that all applicants are fairly adjudicated according to program guidelines and provide valuable feedback to all participants. Please see the Recognized Museum Program Overview for a comprehensive program background.

## **ANONYMOUS PEER REVIEW**

Peer review is the core of the RMP process. The RMP is based on the AMA's member-approved Definition of a Museum and candidates submit Evidence to demonstrate how their institution operates in relationship to that definition. It is the role of Review Panellists with current knowledge of museum practice to review the applications, make recommendations, and decide which applicants are designated Recognized Museums. Review Panellists remain anonymous to the applicants they review. Anonymity allows Panellists to offer honest feedback to applicants without worrying about compromising relationships in the museum community.

## **BENEFITS OF PEER REVIEW**

### **Benefits for the Review Panellists**

- Active participation with the AMA
- A chance to learn about the community and to share knowledge and experience with peers

### **Benefits for the Participants**

- Applicants receive feedback from their peers from a variety of backgrounds and experiences
- Decisions are made through group consensus
- Applicants receive honest feedback

### **Benefits for the AMA**

- Member participation in the RMP provides another opportunity for the AMA get to know our members and to learn from their experiences
- Peer review adds to the RMP's legitimacy in the museum community
- Review Panellists offer valuable feedback on the RMP and its processes

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## **REVIEW PANEL SELECTION PROCESS**

Review Panellists are selected from eligible Individual Members of the AMA. Each Review Panel is made up of three individuals. Panellists may only serve on one RMP Review Panel at a time, unless serving on an Appeal Panel.

Selection of Review Panellists is based on the following criteria:

1. Review Panellists must be individual members of the AMA in good standing.
2. Review Panellists should normally be working (paid or unpaid) at a Recognized Museum or be a museum consultant.
3. Review Panellists must be familiar with the *Standard Practices Handbook for Museums*, 3rd Edition.
4. Review Panellists must have at least two years of work experience in a museum.

Current members of the AMA Board of Directors are ineligible to serve on RMP Review Panels.

## **TIME COMMITMENT**

Being a Review Panellist for the RMP is a commitment of up to five years. In the first year, this committment will include:

- Review of applications. Approximately three weeks of reading time will be scheduled.
- An orientation Conference Call with all Review Panellists.
- One-day meeting with all Review Panellists.

After Review Panel decisions have been communicated, Panellists may be called upon once per year for up to five years to review new Evidence of RMP Candidate Upgrades. Materials will be sent via mail or email and Panel discussion will occur by Conference Call.

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## **SUBSISTENCE AND TRAVEL**

Expenses related to participation on a Review Panel will be covered by the AMA according to our *Subsistence and Travel Rates* (available on the AMA website at [www.museums.ab.ca](http://www.museums.ab.ca)).

## **HONORARIUM**

Review Panellists receive an annual honorarium of \$100 upon completion of the initial Review Panel, and any subsequent application reviews for up to five years to a maximum of \$500.

## **HOW DO I APPLY TO BE A RMP REVIEW PANELLIST?**

- Complete the Recognized Museum Program Review Panellist Application Form
- Submit the Application with resumé to:

Recognized Museum Program Lead  
Alberta Museums Association  
Suite 404, 10408.124 Street  
Edmonton, AB T5N 1R5  
**F:** 780.425.1679  
**E:** [recognized@museums.ab.ca](mailto:recognized@museums.ab.ca)

