



Managing Small Museums at a Heritage Place

**An Advanced Professional Development Short Course
presented at Narryna Heritage Museum in Hobart, Tasmania.**

Narryna is winner of the small museums award in the
ABC Radio National Regional Museums Award 2010.

Date/s: 24 - 28 January 2011

Venue: Narryna Heritage Museum and Tasmanian Museum and Art Gallery

Time: 5 day short course

Cost: AUD \$2,200

Details: This advanced short course focuses on developing skills in managing small museums located at heritage places. Participants will have the opportunity to learn practical heritage management skills and gain a thorough understanding of the theoretical and political issues relating to small museum and collection management and, more generally, cultural heritage management. In 2011, this intensive topic will be based at the Narryna Heritage Museum in Tasmania. Narryna is an historic house and home to a remarkable collection dating from the earliest European settlement of Australia. This includes a nationally significant art collection and one of the largest costume (dress) collections in the southern hemisphere. Lectures and workshops will be held primarily at Narryna and will include hands-on activities with the collections.

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Course description

This advanced short course focuses on developing skills in managing small museums located within heritage places and/or precincts. The course covers the following:

- The practical challenges of managing at once a heritage place and a significant collection;
- Heritage place and museum collection management philosophy, guidelines and protocols;
- Developing practical skills in cataloguing, writing, significance assessment and strategic planning;
- Physical conservation issues and knowing when and where to get specialist advice;
- The challenges and politics of managing small museums at a heritage place with often only limited resources;
- Working with local communities, volunteers and developing outreach programs;
- New developments in small museum and heritage place management.

Course aims

The aims of this course are to assist course participants in:

1. developing a range of skills for managing small museums and collections associated with heritage places;
2. gaining skills in cataloguing, significance assessment and writing about objects and collections for a range of different audiences;
3. understanding the physical conservation requirements of objects and collections, including when to seek specialist advice;
4. preparing strategic plans that making best use of often limited resources, and fund-raising for small museums;
5. gaining an appreciation of current trends and innovation in museum and heritage management as they relate to small and/or regional institutions;
6. understanding the importance of community engagement and the contribution of volunteers;
7. working as part of a team to address key problems associated with managing small museums at heritage places; and
8. fostering awareness of the unique practical and political context of managing small museums associated with heritage places.

Learning outcomes

On completing this course, participants will have skills in:

1. best practice management of small museums and collections at heritage places;
2. the use of appropriate concepts and technical language for a variety of relevant professional and academic purposes that involve museum practice and heritage management;
3. interdisciplinary problem-solving and applying theoretical ideas to specific case studies;
4. ethical and reflective practice in regard to managing small museum collections and associated heritage places;
5. applying a functioning knowledge of current policy and industry frameworks for museum collection and heritage place management.

Course presenters

The course will be presented by staff of the Australian National University, Narryna Heritage Museum, The Tasmanian Museum and Art Gallery, the University of Tasmania and the National Trust of Tasmania. This includes:

Sandy Blair, ANU



Sandy Blair is Program Coordinator of the ANU's *Institute for Professional Practice in Heritage and the Arts*. She is a historian and educator who specialises in cultural heritage conservation, management and interpretation. Sandy has over 30 years experience developing and delivering heritage policies and programs at State and Federal Government levels, as well as a wealth of industry experience. She especially enjoys working closely with local communities researching and recording the histories and traditions associated with local cultural heritage objects, places and landscapes. Sandy is author of several publications relating to Australian heritage places and landscapes. Sandy is a former national president of Australia ICOMOS and is Australia's representative on the ICOMOS *International Scientific Committee on Cultural Routes and Itineraries*. Sandy is the convenor of the *ACT Historic Places Advisory Committee* for the ACT Government's Cultural Facilities Corporation. She is a councillor of the National Trust ACT and chair of the Heritage and Grants Committee.

Sally K May, ANU



Sally K. May is convenor of the Graduate Program in Liberal Arts (Cultural and Environmental Heritage) and lecturer in heritage, museums and material culture at the Research School of Humanities & the Arts (ANU). Previously she was an ARC Postdoctoral Fellow based at Griffith University (Gold Coast) and a lecturer in the Department of Archaeology at Flinders University. Sally's PhD was in interdisciplinary cross-cultural research and focused on the role of art and community art centres in remote Indigenous Australian communities. She is currently undertaking rock art research in different parts of Australia and overseas including research for the ARC Discovery Project 'Picturing Change: 21st century perspectives on recent Australian rock art' and working as part of an ANU team to produce the new cultural heritage management strategy for Kakadu National Park. She is the author of the book 'Collecting Cultures: myth, politics, and collaboration in the 1948 Arnhem Land Expedition' (2009) and co-editor (with Ines Domingo Sanz and Danae Fiore) of the volume 'Archaeologies of Art: time, place and identity' (2008).

Sarah Scott, ANU

Sarah Scott is lecturer in Heritage, Museums and Material Culture at the Research School of Humanities & Arts (ANU). Prior to her appointment at ANU, Sarah was a Lecturer in the School of Creative Arts and Humanities at Charles Darwin University (Darwin) for three years. She has also taught at Swinburne School of Design (Melbourne), the University of Melbourne (Art History and Australian Studies) and the Tasmanian School of Art. Sarah's PhD examined exhibitions of Australian art for Export to Europe during the 1950s and 1960s. She is currently completing research concerning the History of the National Aboriginal and Torres Strait Islander Art Award.

Samuel Dix, Narryna Heritage Museum



Samuel Dix is the Manager of the Narryna Heritage Museum. Born in Hobart, Sam was educated at the University of New England where he obtained his degree in Archaeology and Palaeo-anthropology. Before this appointment Sam worked at various archaeological sites around Tasmania dealing with both Convict and Aboriginal heritage. When not working on Museum based or archaeological projects in Tasmania, Sam is working on documenting the tribal histories and thoughts on the increase in tourism with the Al Zalabeyh Tribe of

Wadi Rum, Jordan. Sam has given talks to Museums Australia and university departments on museum management, heritage conservation, and Anthropology.

Ronald T. Banks AM, Narryna Heritage Museum Council



Mr Banks is a high profile Tasmanian businessperson. Until his recent retirement, he was the owner of the Banks Patton advertising firm in Tasmania. Mr Banks is a Member of the Board of Governors of the University of Tasmania Foundation Inc. He initiated the Art Foundation of Tasmania in the 1980's and was Chairman of the Foundation for several years. Mr. Banks is currently the President of the Narryna Heritage Museum Council.

Stefan Petrow, University of Tasmania

Born in Hobart, Stefan was educated at the University of Tasmania and Cambridge University in England, where he obtained his Ph.D. Stefan teaches Australian history and supervises graduate students in various aspects of Tasmanian history. He also serves on the Executive Committee of the Tasmanian Historical Research Association, the Executive Committee of the Australian and New Zealand Law and History Society, the Tasmanian Working Party of the Australian Dictionary of Biography, the National Archives of Australia (Tasmania) Consultative Forum and the Port Arthur Conservation Advisory Panel. He is an Associate of the Centre for the Interdisciplinary Study of Property Rights (Newcastle University) and since April 2008, he has been a member of the Tasmanian Library Advisory Board. Stefan is the author of many books and articles on politics, society, law, policing, and health in Tasmanian, Australian and English history. Stefan's research mainly focuses on Tasmanian history from the 1820s to the present. His current projects include the history of policing in Tasmania from 1826, a biography of William Denison and the annotation of selected Tasmanian Supreme Court judgments since 1824.

Belinda Bauer, Tasmanian Museum and Art Gallery (TMAG)



Belinda Bauer is Collection Manager for Vertebrate Zoology at the Tasmanian Museum and Art Gallery. She has worked across numerous discipline areas in her eight years at TMAG including history, documents, invertebrate zoology and was involved with the relocation of the entire TMAG collection to a new storage facility. Belinda has a degree in Archaeology/ Palaeoanthropology from University of New England and Masters degree in Museums Studies from Macquarie University. She completed a professional internship at the National Museum of Ireland, Natural History division in 2007.

Kirsten Brett, TMAG



Kirsten Brett is Collection Manager of Cultural Heritage at the Tasmanian Museum and Art Gallery. She has a Bachelor of Archaeology with First Class Honours from Flinders University and a Graduate Diploma in Museum Studies from Deakin University. Her honours thesis looked at how to make archaeology more relevant to Indigenous communities and used a community centred approach to develop cultural education materials for Jawoyn communities in southern Arnhem Land, Northern Territory. She used her archaeological, anthropological and cataloguing skills to work in various positions in community cultural development and the arts with remote Indigenous communities in southern Arnhem Land and the Katherine region of the Northern Territory. For the past three years she has been working with the cultural heritage collections at TMAG. This has predominately been with Tasmanian historical collections, historical archaeological collections, Antarctic collections and documents. She continues to maintain a keen interest in archaeology, participating in excavations of convict sites whenever possible and regularly escapes to Arnhem Land for a dose of community and rock art.

Phillipa Cox, TMAG

Nikki Kingsmith, TMAG

Cobus Van Breda, TMAG



Cobus has a Bachelor of Fine Art (University of Tasmania), with majors in printmaking and painting. He completed a Bachelor of Applied Science (Conservation of Cultural Materials, University of Canberra) in 1993, majoring in Paper Conservation and received the Australian Institute for the Conservation of Cultural Materials Prize. He completed a Post Graduate Diploma in Photographic Conservation (University of Canberra) in 2004. Cobus has worked in private practice as well as for public institutions. From 1993-99 he was Robert Raynor Conservator of Paper, then Art Foundation Conservator of Paper at the National Gallery of Victoria. During this period he worked on the NGV's significant collection of prints and drawings and was also responsible for the European Portrait Miniature collection. Since 2000 Cobus has been employed as Paper Conservator at the Tasmanian Museum and Art Gallery in Hobart and has played an active role in the exhibition and loan program, as well as the collection relocation to the Rosny Research and Collection Facility.

Chris Tassell, National Trust of Tasmania



Chris Tassell is the Managing Director of the National Trust of Australia (Tasmania). He took up this position in 2006 following the decision by the Tasmanian Government to restructure the National Trust. Prior to this he was Director of the Queen Victoria Museum and Art Gallery in Launceston. During his time as Director he oversaw the Museum's redevelopment of the former Tasmanian Railways Workshops at Inveresk which entailed the insertion of contemporary museum facilities into one of the state's most significant industrial heritage sites. He has served on a wide range of arts and heritage Boards at regional, state and national level including the Australia Council as well as being actively involved in the documentation of aspects of Tasmania's cultural heritage.

Course program

Day/Time	Location and Event/s	Staff
Sunday 23 January	Travel and Arrival	
Day 1 (Monday 24 January)	Narryna Heritage Museum, Hobart (Convenor: Sally)	
9.00am – 9.30am	Welcome	Bill Bleathman & Ron Banks
9.30am – 10.30am	Overview of topic	Sally May, Sarah Scott, & Sandy
10.30am – 12.30pm	Narryna Tour and History	Sam Dix & Stefan Petrow
12.30pm – 2.00pm	Neighbourhood tour and lunch at Salamanca Place	
2.00pm – 3.30pm	Overview of significance assessment - objects, collections and links to heritage places	Sally & Sandy
3.30pm – 5.30pm	Significance assessment: activity	Sally, Sandy & Stefan
6.00pm	Welcome BBQ dinner at Narryna	
Day 2 (Tuesday 25 January)	Narryna Heritage Museum, TMAG & Rosny (Convenor: Sarah)	
9.00am – 12.00pm	Introduction to handling objects and physical conservation	Nikki Kingsmith & Cobus Van Breda TMAG Conservation Laboratory
12.00pm – 2.00pm	Lunch & bus to Rosny Research Facility Explore the collection – furniture (Sam)	
2.00pm – 5.00pm	Introduction to handling objects and physical conservation: activity	Nikki & Cobus Rosny Research Facility, Hobart
7.00pm	Group formal dinner - TBA	
Day 3 (Wednesday 26 January)	Narryna Heritage Museum & Runnymede, New Town (Convenor: Sandy)	
9.00am – 10.30pm	Developing a strategic plan for your small museum: presentation and panel discussion	Sandy, Ron Banks & Chris Tassell
10.30am – 12.30pm	Steps in strategic planning: activity	Sandy, Ron Banks & Chris Tassell
12.30pm – 2.00pm	Lunch and bus to Runnymede Explore the collection – art (Sarah)	
2.00pm – 4.00pm	Runnymede site visit: planning in action	Chris Tassell & Gemma Weberley
4.00pm – 5.00pm	Fund-raising and using resources wisely	Sandy, Ron Banks & Chris Tassell
Day 4 (Thursday 27 January)	Narryna Heritage Museum, Hobart (Convenor: Sarah)	
9.00am – 12.30pm	Introduction to collections cataloguing: policies and procedures	Kirsten Brett & Belinda Bauer
12.30pm – 2.00pm	Lunch - Explore the collection – costumes (Sam & Bethany)	
2.00pm – 4.00pm	Collections cataloguing (activity)	Kirsten & Belinda
4.00pm – 5.00pm	Storage and risk management	Phillipa Cox
Day 5 (Friday 28 January)	Narryna Heritage Museum, Hobart (Convenor: Sally)	
9.00am – 10.00am	Community engagement and use of volunteers – tips and traps	Sarah & Sandy
10.00pm – 12.30pm	Community engagement: activity	Community panel
12:30 – 1:30	Lunch	
1.30pm – 3.30pm	Writing about objects and collections	Sarah & Sally
3.30pm – 4.00pm	Summary and close	All

Reading list

Essential reading:

- Australia ICOMOS (1999) *The Burra Charter. The Australia ICOMOS Charter for Places of Cultural Significance*, http://australia.icomos.org/wp-content/uploads/BURRA_CHARTER.pdf
- ICOM (2004) *Running a Museum: A Practical Handbook*, http://portal.unesco.org/culture/en/ev.phpURL_ID=32886&URL_DO=DO_TOPIC&URL_SECTION=201.html
- Mercer, P. (2002) *Narryna Heritage Museum: Built for a Merchant. The History of a Colonial Gentleman's Residence, 40 Degrees South*, Hobart.
- Museums Australia (1998) *Strategic Planning Manual for Small Museums*, http://www.collectionsaustralia.net/sector_info_item/67
- Museums Australia, Victoria (2009) *The Small Museums Cataloguing Manual: A guide to cataloguing object and image collections* at http://www.mavic.asn.au/assets/Small_Museums_Cataloguing_Manual_4th.pdf
- Roslyn Russell and Kylie Winkworth (2009) *Significance 2.0: a guide to assessing the significance of collections*, Collections Council of Australia, <http://significance.collectionscouncil.com.au/>

A list of additional reading will be made available to enrolled participants prior to the course. Participants will be provided with a course information pack containing key readings.

Location and transport



Narryna Heritage Museum is located at 103 Hampden Road, Battery Point. It is a ten minute walk from Hobart CBD and close to Salamanca Place. All parking in Battery point is two hours only, so it is advisable for course participants with their own car to either park in an all-day parking lot or contact Samuel Dix (03-6234 2791) to reserve a space at Narryna (note there are limited parking spaces only). Hampden Road, where Narryna is situated, is generally too narrow for a regular bus route. There are bus stops along Sandy Bay Road that run parallel to Hampden Road and these are within easy walking distance to and from Narryna. Taxis are readily available in Hobart and will cost maximum \$10.00 from the Hobart CBD depending on traffic.

Accommodation and food

The course fee includes your accommodation at the Welcome Stranger Hotel for five nights as well as lunch, morning and afternoon tea each day of the course and two dinners. The Welcome Stranger is located a short stroll from Narryna. It is basic accommodation, based on twin rooms. One room is a triple with ensuite. We have made a block booking for the course.

If you wish to stay at more upmarket accommodation, see below. You will need to book and pay for this yourself – see list below.

Note all prices are given as their full rate – please check hotel provider for any further information as prices change seasonally)

Luxury:

Sullivans Cove Apartments	\$420 per night	1800 030 160
Henry Jones Art Hotel	\$240 per night	(03) 6210 7711
Old Wool Store Apartment Hotel	\$229 per night	(03) 6235 5355

Mid Range:

Leisure Inn Hobart Macquarie	\$154 per night	1800 060 954
Prince of Wales Hotel	\$140 per night	(03) 6223 6355

Participants will need to arrange their own breakfast and dinners not included in the course arrangements. There are many options for purchasing food within walking distance of the Narryna Heritage Museum. Hampden road has a variety of café and smaller restaurants. Narryna is also in easy walking distance to Salamanca where there is a variety of different bakeries, restaurants and bars.

What to bring

- Notebook, pens, 2B pencil and eraser.
- Measuring tape, scale and hand lens if you have them.
- Laptop (if you have one) – Narryna will not be able to provide access to computers or the Internet. For those with their own wireless internet, reception in the building is not reliable.
- Clothes suitable for Hobart in January.
- Camera.

Travel and medical insurance

You are required to have your own travel and medical insurance to participate in the course.

Registration and payment procedures

If you are ready to register and pay a deposit of \$500 for the event, please go to the IPPHA website event calendar at <http://ippha.anu.edu.au/event-calendar> and press the 'Register' button next to this event. The button will link to an electronic enrolment and payment system. The final payment is due by 19 January 2011.

For further information:

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