



THE TRAINING PROGRAMME FROM THE NORTHERN IRELAND MUSEUMS COUNCIL

# NIMC Training Course



**Welcome to the  
NIMC Training Programme  
2016 - 2017**



# Training Course

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## COURSE TITLE

### **NIMC Training Programme 2016-17**

Northern Ireland Museums Council seeks to ensure that our museums have the capacity to offer the highest possible standards in Developing Audiences, Education and Learning, Collections Development, Care, Management and Use, and, Infrastructure, Investment and Resources.

The new training programme continues to be the primary means of supporting professional development.

Responding to the demands and challenges within the sector the foci of the Training Programme this year are:

- **Community Engagement**
- **Audience Development**
- **Well-Being & Social Impact**
- **Collections Care and Management**

Peer learning is also emphasised within the programme with a focus on building an understanding, and sharing of good practice within the sector through local case study examples.

This year there is a move to utilise the resources and expertise within the local museums through local museums as hosts for the training. This enables the involvement of local staff, collections and exhibitions.

Over the course of the year we will keep you informed of any additional workshops and information sessions we plan to run. In the meantime, we hope that you will be able to make the most of this current programme.

Karen Magowan  
Business Executive Officer

Rachel McCance  
Development Officer



# NIMC Training Course

## Calendar 2016/17

<b>Date</b>	<b>Course</b>
26 April 2016	Well-being & Museums: Engaging those living with dementia
8 June 2016	Documentation Essentials
22 June 2016	Study Visit: Highlanes Gallery, Drogheda
13 September 2016	'Spilling the Beans'
28 September 2016	Museums Tell Stories
18 October 2016	Conservation Basics: Object Care and cleaning
16 November 2016	Intergenerational Practice
17 January 2017	Identifying textiles, displaying and caring for textiles and costumes
8 February 2017	Measuring Impact
14 March 2017	Learning Basics: Using Objects and Loan Boxes

# Training Course

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## COURSE TITLE

### **Wellbeing & Museums: Engaging those living with dementia**

#### **Facilitators:**

Pamela Frazer,  
Alzheimer's Society,  
Dementia Friendly  
Communities Project  
Catherine Scott,  
Fermanagh County  
Museum

#### **Date:**

26 April 2016

#### **Venue:**

Armagh Public Library  
and No. 5 Vicars' Hill

#### **Cost:**

Members £30.00  
Non-members £60.00

This training session is useful for all those working in the museum sector and in particular those in a visitor facing role developing and delivering community engagement programmes/activities. The session will explore what dementia is and how museums can meet the needs of those living with this condition and their carers. Guidance will be explored as to how museum environments can be adapted to facilitate the needs of these individuals and consideration will be given as to the planning and delivery of sessions and activities specifically targeted to support those living with dementia. The day will include an example of activities recently undertaken in a local museum alongside the opportunity to develop a plan for post-training action.

The training aims to give participants:

- Understanding of the key features of Alzheimer's and Dementia.
- Increased awareness of the impact that the illnesses have on individuals, families and carers.
- Insight into the strategies and activities that have been tried in museums to engage those with dementia to collections and exhibitions.
- Confidence to have a go at designing a project in the context of their museum.

The day will involve a dementia audit of the host venue which will illustrate and operationalise the theory discussed in the morning session. Input is planned from a local dementia support worker and service user. Those attending the training will receive signposting information to make contact with their local support services.

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## COURSE TITLE

### Documentation Essentials

**Facilitators:**

Heather McGuicken,  
Manager, North Down  
Museum

**Date:**

8 June 2016

**Venue:**

North Down Museum

**Cost:**

Members £30.00

Non-members £60.00

This course is ideal for beginners and those wanting refresher training in museum documentation. The training will provide an introduction to the basic principles of museum documentation and the benefits of good documentation practice. Topics covered include SPECTRUM procedures (object entry and exit, accessioning, marking and labelling, cataloguing and indexing, location and movement control, loan and retrospective documentation), as well as the use of documentation policy, procedure manuals and plans within a museum context. The training day will finish with a practical session where participants will be encouraged to carry out basic documentation to a range of museum objects.

During the day participants will:

- consider the importance of good documentation practice
- understand the principles and use of SPECTRUM
- understand the principles and practice of good documentation procedures
- consider methods of improving their own documentation procedures
- have a go at carrying out basic documentation to a range of museum objects

All documentation plans, policies and procedures described during the day adhere to both the UK Museum Accreditation Standard and The Museum Standards Programme for Ireland (MSPI). Both paper-based documentation resources and computerised documentation systems will be referred to throughout the day.

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## COURSE TITLE

### **‘Spilling the Beans’ – Peer Learning**

**Date:**

13 September 2016

**Venue:**

Mid-Antrim Museum,  
The Braid

**Cost:**

Free (no lunch provided)

NIMC has established the tradition of an annual peer learning event in the form of ‘Spilling the Beans’. For 2016 there has been a call for expressions of interest on the theme of,

‘We Tried Something New and....’

The focus of this event will be taking a risk, and learning something new through undertaking new projects, engaging with new audiences, developing innovative exhibitions. The session will cover the challenges faced and the strategies used to overcome these alongside the positive outcomes. There will be an opportunity for focused group discussion around the themes covered in the presentations.

The intended learning outcomes of the event will be:

- Peer learning
- Building of partnership links and support networks within the sector
- Increase knowledge and understanding of the range of work and activity taking place
- Stimulate new activity and initiatives
- Highlight training and resource need

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## COURSE TITLE

### **Study trip to the Highlanes Gallery, Drogheda**

#### **Facilitators:**

Highlanes Gallery staff

#### **Date:**

22 June 2016

#### **Venue:**

Highlanes Gallery,  
Drogheda

#### **Cost:**

Free

On World Alzheimer's Day, 21<sup>st</sup> September 2015, Highlanes Gallery launched the Alzheimer Gallery Pilot Programme. This programme was developed especially for people living with Alzheimer's and dementia.

Starting in October 2015 and running until the end of June 2016, in conjunction with The Alzheimer Society of Ireland, and with the support of the Franciscan Order, the gallery began series of monthly gallery-based sessions for people with dementia and Alzheimer's. These informal gallery sessions involve looking at artwork, and informal discussion with tea, coffee and cake.

The project focuses on a few selected works from the temporary exhibition programme, including One Day, Something Happens: Paintings of People, The Swing of the Sixties: Trinity's College Gallery, and the Drogheda Municipal Art Collection. Through the programme people have an opportunity to look at art more closely, in a caring, friendly and social environment, discuss the pieces and giving their opinions in a non-judgemental setting. Highlanes Gallery hopes to allow participants, and their carers feel like a more active and visible part of the community.

This study trip will involve meeting and discussing the experience of the project with the gallery staff involved and their partners in the community.

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## COURSE TITLE

### **Museums Tell Stories**

**Date:**

28 September 2016

**Facilitator:**

Libraries NI

**Venue:**

Armagh County Museum

**Cost:**

Free

This training will be of interest to those involved in learning and community engagement, especially those with an interest in developing activities and programming for early years.

Museums are houses of objects that tell stories about the lives of people, society and events of the past. Museums use interpretation to tell these stories to different audiences. This training session takes this idea and translates the art of museums telling stories to the youngest audiences. Stories are the language of young children and a proven way to engage this age group.

Aims of training:

- To explore the benefits of Storytelling to young children.
- To gain practical skills for telling stories to connect with younger audiences
- To provide a linkage point to enable young children to access the collections of museums.
- To enable participants to think creatively about their collections.

Libraries NI will provide books to select from; participants will provide the reference points to their collections and exhibitions. The session will equip participants to deliver sessions in their museums as the day will involve an active planning session.

# Training Course

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## COURSE TITLE

### **Conservation Basics: Object Care and cleaning**

#### **Facilitator:**

Birmingham Museums  
Trust

#### **Date:**

18 October 2016

#### **Venue:**

Down County Museum

#### **Cost:**

Members £60.00

Non-members £100.00

This training will be of use to all those who work with collections. This is a basic conservation course designed for those not from a conservation background and may be of particular interest to new staff or volunteers alongside more established staff wishing to develop new skills and techniques. The activities will focus on general social history collections and object conservation. The course is designed to equip participants with the knowledge and practical skills to assess the condition of objects and undertake basic cleaning techniques.

The course aims to cover:

- What is conservation?
- Assessing an object
- Cleaning and Polishing
- Supports for objects
- When to seek assistance from a conservator
- Signposting as to how to find a conservator

This training day will involve practical hands-on activity. Museum objects will be used to illustrate but participants will be asked to bring along objects from home to test out the cleaning techniques.

# Training Course

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## COURSE TITLE

### **Developing Intergenerational and Age-Friendly Practice**

#### **Trainer:**

Lynn Johnston, Linking  
Generations NI

#### **Date:**

16 November 2016

#### **Venue:**

Carrickfergus Museum

#### **Cost:**

Members £60.00  
Non-members £100.00

This training will be of interest to those involved in community engagement planning and delivery. It will be of use to those with little or no experience of working with intergenerational groups (younger and older people together) alongside those who have some experience of such but would like to further develop their approach and technique.

The day will aim to:

- Explore the background to intergenerational approaches;
- Give consideration to age stereotyping
- Develop an awareness of intergenerational and age-friendly practice in Northern Ireland
- Offer opportunities for participants to reflect on their work places and communities and consider how they could apply an intergenerational approach.

Best practice advice and guidance is provided for participants to build an action plan for their own intergenerational activity/initiatives.

Participants will be given a literature and resources pack to support their ideas development and learning.

# Training Course

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## COURSE TITLE

### **Identifying textiles, displaying and caring for textiles and costumes**

#### **Trainer:**

Valerie Wilson,  
Curator of  
Textiles, NMNI

#### **Date:**

17<sup>th</sup> January 2017

#### **Venue:**

Ulster Folk and  
Transport Museum

#### **Cost:**

Free

The day will cover the following using examples from the costume and textiles collections at UFTM:

- Identification of fabrics and care.
- Identification of techniques and craft skills.
- Dating costume by decade 1800-1970.
- Terminology for costume and textile documentation.
- Storing and displaying costume and textiles.

The day will include a visit to the Folk Galleries to see 'A Step in Time: The History of Irish Dance' where issues for display will be discussed and illustrated.

Participants will be provided with support resources and reading list.

NIMC are running this training course in partnership with NMNI.

# Training Course

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## COURSE TITLE

### **Measuring Impacts: Demonstrating the Difference You Make**

#### **Facilitator:**

Community Evaluation  
NI

#### **Date:**

8 February 2017

#### **Venue:**

Irish Linen Centre and  
Lisburn Museum

#### **Cost:**

Members £60.00  
Non-members £100.00

This training course will be of use to all museum managers and other staff and volunteers involved in advocacy and reporting to funders and governing bodies. The training will move evaluation approaches into the realms of measuring the impact of exhibitions, projects and activities and will provide tools that can be used to demonstrate outcomes and outputs.

In the economic climate where there is competition for resources it is necessary to be able to advocate and evidence the role and function of museums within local communities. It is useful to be able to demonstrate and articulate social and community worth which is measured and evidenced through social impact.

The aims of this training course are:

- To provide an understanding of the language of social value.
- Explore current developments in social impact measurement.
- Define impact activities- measuring and evidencing the difference.
- Consider methods, tools and approaches.
- Introduce creative tools to use outcomes.

During the practical parts of the day participants will be given the opportunity to apply the theory to their own projects.

# Training Course

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## COURSE TITLE

### **Learning Basics: Using Objects and Loan Boxes**

#### **Facilitators:**

Rachel McCance, NIMC  
with input from local  
museum staff

#### **Date:**

14 March 2017

#### **Venue:**

Craigavon Museum  
Service, Oxford Island  
Discovery Centre

#### **Cost:**

Members £30.00  
Non-members £60.00  
(No lunch provided)

This Learning Basics session is designed for those from a non-learning background. It is primarily designed for individuals who have limited or no experience of designing and delivering workshops/activities and are looking for guidance to begin using museum objects and Collections to engage a diverse range of audiences. It is also potentially of interest as a refresher training for others.

The workshop will be interactive, hands-on and offer the opportunity for group discussion and peer-learning.

The training will aim to cover the following:

- Different learning styles will be explored
- Using objects to engage a variety of ages, needs, interests and abilities
- Ideas as to how to structure a workshop or outreach session
- How to develop a loan box and associated resources
- Strategies for using loan boxes with different audiences
- Linking to organisations

The training session will involve examples of loan boxes from local museum services and the opportunity to discuss with staff who developed and use the resources. Participants will have the opportunity to develop a loan box plan.



# NIMC Training Course

## **TO BOOK:**

**Fill in the booking form on the next page and email it to:**

**[info@nimc.co.uk](mailto:info@nimc.co.uk)**

*If you have any queries please contact: Karen Magowan,  
Northern Ireland Museums Council, Tel: 0289 0550 215 or email:  
[info@nimc.co.uk](mailto:info@nimc.co.uk)*

## **PLACES**

The number of places on each course is limited to ensure that participants have the optimum learning experience. **You therefore need to book early to ensure you secure a place and avoid disappointment.**

## **PAYMENT**

*Payment* must be received to secure your booking. Once you submit a booking form attached we will issue an invoice to you for payment. Payment must be received, either by cheque or BACS, within 28 days of receipt of your booking or within 14 days of the training date whichever is sooner. All bookings not secured by receipt of payment will be re-allocated to those on the waiting list.

### *Cancellation*

NIMC adopts a strict policy with regard to cancellations. All cancellations must be in writing. If you cancel more than 14 days before the event you will be refunded on receipt of written cancellation. (This does not apply to study visits).

### *Lunch*

All training days include a sandwich lunch unless otherwise stated. Please inform us if you have any special dietary requirements.



# NIMC Training Course

## Booking Form

**Course Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Course Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Course Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Name of Delegate:** \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_

Email: \_\_\_\_\_

### Special Needs:

We recognise that some applicants may have disabilities and we would be grateful if we could be informed as to where wheelchair access or other special needs requirements are needed.