



## **2012-2016 SPA STRATEGIC OBJECTIVES AND BUSINESS PLAN**

The Section of Professional Associations (SPA) is a section of the International Council on Archives (ICA) established in 1976.

SPA works towards supporting a globally strong and united archival profession and helping its member associations develop their organizations and increase their influence, with a focus on promotion of and advocacy of the profession.

### **Aims of the Section**

The aims of SPA, as set out in the SPA Constitution (Article 3), are:

- to promote closer collaboration of all records management and archival professional associations
- to gather and disseminate information about the activities of all records management and archival professional associations
- to encourage and assist the establishment of new professional records management and archival associations
- to promote and maintain the ICA Code of Ethics
- to carry out projects of professional interest.

### **SPA: Strategic Objectives 2012-2016**

The following are the Strategic Objectives of SPA for 2012-2016, which support the ICA: *Strategic Directions 2008-2016* (see <http://www.ica.org/?lid=3667&bid=225>):

1. Assist associations promote and advocate the profession. *[Supports ICA Strategic Direction 1. Raising Awareness]*
2. Facilitate an interchange of information between professional associations and support collaboration. *[Supports ICA Strategic Direction 4. Strengthening the ICA Network]*
3. Contribute to the improvement of association products and services to member. *[Supports ICA Strategic Direction 3. Building Capacity in the Records and Archives Profession and Direction 4. Strengthening the ICA Network]*

4. Encourage and assist with the establishment of new professional associations. *[Supports ICA Strategic Direction 4. Strengthening the ICA Network]*
5. Improve the SPA governance, administrative arrangements. *[Supports ICA Strategic Direction 5. Improving the Performance and Accountability of the ICA]*

### **SPA activities and projects for 2012-2016**

#### *1. Assist associations promote and advocate the profession*

- Develop and implement two world wide promotion and advocacy campaigns with the following themes:
  - a. Why do records matter?
  - b. What does an archivist do for you?
  - c. What does a records manager do for you?
- Together with the Human Rights Working Group, develop a set of *Principles of the Role of Archivists* and devise and implement a promotion campaign for promulgation of the Principles.

#### *2. Facilitate an interchange of information between professional associations and support collaboration*

- Maintain the directory of (member and non member) associations, in order to facilitate the interchange of information.
- Publish a biannual Newsletter in English, French and Spanish.
- Maintain the SPA web pages on the ICA website.
- Support seminars and conferences of member associations.
- Prepare a project to establish twinning arrangements between associations with the aim of facilitating mutual support.
- Support cross ICA Section collaboration.
- Monitor, discuss and share information to support cross sectoral cooperation with libraries, galleries and museums.

#### *3. Contribute to the improvement of association products and services to member.*

- Review the SPA Manual for associations and expand it by preparing the following new guidelines:
  - a. Business and strategic planning for associations.

- b. Effectively using the assets of associations [Associations often have a many assets at their disposal which could be reused or repackaged e.g. an association journal published over many years could be republished with the aim of re-engaging the profession and raising money.]
- c. Establishing a long and lasting relationship between a national archives and a professional association.
- d. Conducting interviews by video to assist association members if they are being interviewed or conducting an interview.
- e. Developing association position papers. [These papers set out a position of an association on a certain issues e.g. disposal, access, closure of an archival institution etc., that can be used as a basis of a press release, or be placed on an association's website as a public statement about what the association views are on a particular matter. These guidelines will not be about a specific subject, but how to produce a position paper and the value of such a document to an association].

- Respond to association requests for new guidelines.

#### *4. Encourage and assist with the establishment of new professional associations*

- Develop a proposal to link associations from countries listed on the World Bank high income group to support associations from poor regions for four years.
- Continue to support the services and lieu of fees scheme.
- Continue to work on ideas for attracting new members to the Section.

#### *5. Improve the SPA governance, administrative arrangements*

- Review SPA Articles [This will include assessing the current Articles against the changes to the ICA Constitution proposed at the Brisbane AGM].
- Continue to expand the Handbook for SPA Steering Committee members
- Work with ICA Head Office to support the efficient administration of the Section.

- Review the activities of the International Federation of Library Associations and Institutions (IFLA being the equivalent to SPA in the library world) for details about projects etc they have undertaken that could possibly be adopted by SPA.