About the Advocacy Expert Group:

To develop and implement advocacy, the ICA has established the Advocacy Expert Group in April 2014. This Group sits under the auspices of the ICA Program Commission (PCOM) which has agreed to provide funding for approved activities.

Reporting back to PCOM ensures that:

- The work of the Advocacy Expert Group is understood and supported by the Executive Board of the ICA.
- Every activity undertaken by the Advocacy Expert Group supports the ICA’s overall strategic objectives.
- Every activity undertaken by the Advocacy Expert Group is in harmony with other programs developed by the ICA.
- Each activity enhances, where possible, other programs and activities undertaken by PCOM.

An outline program for the next four years has been prepared. This will form the basis of funding requests through PCOM to support the activities of the Advocacy Expert Group, including promotion of the ICA’s Universal Declaration on Archives (UDA), both within the archival community and beyond to the general public.

Objectives

- To promote the importance of records management and archives within society
- To promote the importance of records management and archives best practices, including access to information
- To promote the ICA’s Universal Declaration on Archives (UDA) as widely as possible amongst the ICA membership, the international archival network and amongst the general public; to develop and implement resources and activities that develop awareness of and facilitate use of the UDA by others within the ICA network. The UDA is a central pillar of the ICA’s advocacy activities.
• To enhance existing and future ICA promotions and marketing activities

• To survey advocacy resources, to develop and manage content of resources on advocacy; to identify the gaps, what needs updating and what needs to be included in a database on advocacy

• To act as advocacy advisers when ICA needs expert opinion

• To act as sponsors or liaison for advocacy projects initiated by other parts of the ICA network. FAN and SPA will have a representative attending Advocacy Expert group meetings to be part of the on-line discussion and work.

Operation

• The Advocacy Expert Group will produce and carry out a work plan, as agreed with PCOM.

• The Advocacy Expert Group will plan and identify projects for PCOM endorsement or funding.

• The Advocacy Expert Group will take responsibility for creating and maintaining web pages aimed to provide resources on its field of expertise for ICA members.

• The Advocacy Expert Group will act as liaison with partners and groups external to ICA in the same field of expertise.

Reporting

• The Advocacy Expert Group will report to PCOM.

• A written annual report of activities and progress is to be provided by the Chair for the information of the PCOM and ICA Officers. This report will be presented during the Advocacy Expert Group annual meeting taking place during the ICA annual conference.

• If funding is gained through PCOM, activities and request will be recorded and reported in accordance with PCOM own reporting structure.

Funding & budgeting

• The Advocacy Expert Group will develop a proposed outline budget, for its anticipated projects; a budget request will be submitted each year for the following year to PCOM for approval.

• Expenditure will be reported to PCOM.

• The Advocacy Expert Group will comply with all of PCOM application and reporting structures.
• The Advocacy Expert Group commits to seeking funding from sources external to the ICA wherever possible.

Membership

• Open to all members of ICA with an interest and expertise in the field of advocacy. Membership is over a four-year cycle and can be renewed if members have shown skill, expertise, passion and commitment during the previous term. The cycle will include sufficient continuity within the group over time, but new expertise will be periodically recruited.

• Structure of the Advocacy Expert Group consists of Chair, Vice Chair and Group members. The Group members will not exceed 10 people.

• The Chair of the Advocacy Expert Group will be appointed by PCOM for a specific term which may be renewed.

• If the Advocacy Expert Group membership does not include a PCOM member, a PCOM monitor should be appointed by PCOM in consultation with the Chair.

• The Advocacy Expert Group members will meet annually during the ICA annual conference, but there will be ongoing exchanges between the Advocacy Expert Group members as well as between the Advocacy Expert Group and other parts of the ICA network, such as PCOM, FAN and SPA.

• The Advocacy Expert Group members will be members of staff in institutions which are members of ICA or will themselves be individual members of ICA.

• The Advocacy Expert Group for 2014-2018 includes the following members:

  Chair Dr. Claude Roberto
  Vice Chair Vacant
  Members Dr. Anna Pia Maissen
  Carlos Alberto Zapata
  Cristina Bianchi
  Jenny Scott
  Joan Soler Jiménez
  Koketso Ingrid Mokwatlo
  Marta Lomza
  Muhammad Lutfu
  Fred van Kan (SPA)
  Eric Chin (FAN)

Representatives of other ICA groups (such as FAN and SPA) will be part of the Advocacy Expert Group.

Approved in Girona 2014, ICA Annual Conference
Submitted by Dr. Claude Roberto, Chair, ICA Advocacy Expert Group