



Section of Professional Associations

Section des Associations Professionnelles

Business Plan 2017-2020

Date of Business Plan

Updated July 18, 2019

Introduction

The SPA Business Plan identifies and outlines the current business environment, objectives, priorities, major projects and challenges for ICA's Section of Professional Associations during the term 2016-2020.

During the ICA Seoul congress in September 2016, a new SPA steering committee was appointed and the SPA Business Plan has since been discussed and developed by the SPA steering committee both via email and during our spring meeting in Oslo in April 2017. It is intended that this Business Plan be reviewed on a regular basis and updated as needed until the next ICA Congress in Abu Dhabi in 2020. We did minor adjustments in the plan after the SPA spring meeting in Berlin in May 2018 and in Santiago, Chile in May 2019.

Overall Goals for ICA¹

1. Raising Awareness

To establish and improve the integration of effective records and archives management in organizations to facilitate improved efficiency, transparency and accountability; and societies that have an enriched history and identity.

1. Influencing the Development and use of New Technologies

To influence the development and use of new technologies to improve the effective, and efficient management and preservation of records and archives, to enable more archives to meet the needs of their users, and more people to use archives, wherever they may be.

2. Building Capacity in the Records and Archives Profession

¹ Updated from the ICA Strategic Direction 2008-2018 and ICA Strategic Implementation Plan 2014-2018

To create self-supporting structures and products which enable archivists, records managers and members of ICA governance bodies (branches and sections) with a wide range of skills and responsibilities to acquire new competencies and maintain their professional, technical and managerial knowledge through traditional and innovative learning techniques.

SPA Mission

To encourage and facilitate communication and knowledge sharing among the member associations and between the ICA organization and association members.

Aims of SPA

In accordance with the general objectives of ICA, the aims of SPA are to:

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

Our main objectives for this term are the following:

- Better utilize online and social media channels to increase communication with member associations.
- Improve the content on the SPA website and make it the nucleus for associations and their members
- Realize growth of member associations in ICA/SPA and strengthen the network
- Implement three projects which promote and benefit the archives and records management profession.

Major initiatives 2017-2020

We will initially focus on these specific initiatives to reach our objectives:

2017

- Workshop on Elevator Pitches in Mexico City 2017 - completed

2018

- SPA website overhaul (including content management, translations and social media/Facebook/blogging channels) – we did the overhaul in 2018, but will continue to improve
- Make a tool kit on holding an elevator pitch workshop – completed – available on the ICA website in four languages: Spanish, French, English and Norwegian
- Workshop on Association work in Cameroon 2018 – we prepared the workshop, but there were no attendees due to logistical challenges

2019

- Update the Association Directory – work in progress

- 2019 SPA Film Festival – work in progress
- Preparing the planned transition of SPA from section to a forum before the ICA general assembly in Abu Dhabi 2020 – work in progress
- Possible benchmarking database project for professional associations – work in progress

2020

- Possible project on networking in Senegal – undecided
- Possible conference for professional associations in Europe – work in progress