

Organizational Management (Small Museum Toolkit)

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Effectively managing people, facilities, and partnerships can make or break an institution. Museum operations encompasses responsibility for the maintenance of your structure, the safety of your visitors, and the security of your staff and collections. This behind-the-scenes administrative effort is rarely what calls people to work in museums, but good organizational management keeps your institution functioning smoothly. This book examines how to find and work well with all the people who can contribute daily to the museum: paid staff, volunteers, and interns. It also provides many organizational resources such as an outline for an operations policy manual, sample job descriptions, and a sample partnership agreement.

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Editorial Review

Review

The *Small Museums Toolkit* provides more proof that small museums are wonderful places run by creative professionals, many of whom have shared their insights and expertise as authors of this series. This book provides clear, comprehensive, practical information for anyone tackling management issues. If you work in a small museum, I urge you to read this book and take advantage of yet another useful resource from AASLH. Just think of it as great advice from good friends. (Nina Zannieri, Executive Director Paul Revere Memorial Association/Paul Revere House)

About the Author

Cinnamon Catlin-Legutko is chief executive officer at the Abbe Museum in Bar Harbor, Maine.
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From reader reviews:

Joseph Wood:

Why don't make it to be your habit? Right now, try to prepare your time to do the important behave, like looking for your favorite publication and reading a reserve. Beside you can solve your long lasting problem; you can add your knowledge by the book entitled Organizational Management (Small Museum Toolkit). Try to face the book Organizational Management (Small Museum Toolkit) as your pal. It means that it can to get your friend when you feel alone and beside regarding course make you smarter than before. Yeah, it is very fortunated for you personally. The book makes you a lot more confidence because you can know every little thing by the book. So , let's make new experience along with knowledge with this book.

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