



The Mid-Atlantic Association of Museums
PO Box 4
Cooperstown NY 13326
info@midatlanticmuseums.org

MAAM Federal Tax ID: 22-2313195

Conference Committee Roles & Responsibilities

Mid-Atlantic Association of Museums

Executive Director

Role: Provide oversight and integration of all aspects of the conference with final decision-making power in all areas. Coordinate all conference logistics

Committee Co-Chairs

Role: Provide high-level oversight; provide thought leadership about conference direction and themes.

Committees

Sponsorship Committee

Role: Conduct outreach and solicit sponsorships to support various aspects of the conference.

Local Arrangements Committee

Role: Conduct outreach to local partners and establish tour and reception plans as well as connections to local groups for marketing.

Program Committee

Role: Solicit and review proposals to determine breakout and plenary sessions and schedule

Award Committee

Role: Solicit nominations and determine Award winner(s): Katherine Coffey Award, Making an Impact, and Emerging Museum Professional

Commitment

- Monthly all committee meetings and subcommittee working meetings, one (1) hour each; outside of these meetings, roughly one (1) hour a week
- Discounted registration to conference