

# Oakville Museum

## Interpretation and Education

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Section:	Municipal services
Sub-section:	Recreation and culture
Author(s):	Recreation and Culture []
Authority:	CAO
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### Purpose statement

The ~~Town of~~ Oakville ~~museum-~~[Museum](#) will develop and promote interpretation and education programs to increase knowledge of its collections.

Interpretation and education programs will promote awareness, appreciation and knowledge of the Museum and the history of the Town of Oakville within the community.

### Procedure

The Oakville Museum will:

1. Ensure that the themes, content and format of interpretation and education programs are:
  - a. consistent with the ~~museum's~~ [Museum's](#) statement of purpose
  - b. meet the needs and interests of the communities it serves
  - c. establish priorities for the development of interpretation and education programs
  - d. ensure that responsibility for interpretation and education programming is given to properly trained staff
  - e. demonstrate a commitment to accuracy and fairness, inclusivity and respect in interpretation and education programs
  - f. demonstrate a commitment to ethical behaviour in interpretation and education programs

- g. demonstrate a commitment to meet conservation standards in use of artifacts
    - h. meet Town of Oakville, provincial and federal legislative requirements that have an impact on interpretation and education programs (e.g. copyright, accessibility legislation);
2. Have an interpretation and education program consisting of a mix of school programs, public programs, and special events; all interpretation and education programs must:
  - a. be consistent with the ~~museum's~~ Museum's statement of purpose and meet the needs and interests of the communities it serves
  - b. promote learning and enjoyment;
3. Ensure the relevance, accuracy and effective communication of its interpretation and education programs by:
  - a. establishing clearly defined and measurable learning objectives and outcomes, and undertaking a process of program evaluation
  - b. using appropriate expertise – including staff, volunteers, community groups, or consultants
  - c. carrying out research;
4. Ensure all staff involved in the development and delivery of interpretation and education programs, have the appropriate skills and training;
5. Provide sufficient space and a safe and secure environment for interpretation and education programs;
6. Allocate every year a portion of the ~~museum's~~ Museum's budget for interpretation and education program expenses.

## References and related documents

[Ontario Heritage Act, R.R.O., Regulation 877, Grants for Museums Standards for Community Museums in Ontario, Ontario Ministry of Tourism, Culture and Sport](#)

Accessibility for Ontarians with Disabilities Act (AODA), 2005

[ICOM Code of Ethics for Museums, International Council of Museums](#)

Oakville Museum Research Procedure

Oakville Museum Training Procedure

## Responsibilities

The Museum Supervisor is responsible for the development and implementation of interpretation and education programs with the assistance of the [Museum Programmer - Public Programs](#)~~Learning and Community Development Officer~~, [the Curator and Collections Coordinator](#)~~of Collections~~ and [the Museum Collection and Program Assistant](#).