



THE TRAINING PROGRAMME FROM THE NORTHERN IRELAND MUSEUMS COUNCIL

# NIMC Training Course



**Welcome to the  
NIMC Training Programme  
2015 - 2016**

# Training Course

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## COURSE TITLE

### **NIMC Training Programme 2015-16**

Northern Ireland Museums Council seeks to ensure that our museums have the capacity to offer the highest possible standards in Developing Audiences, Education and Learning, Collections Development, Care, Management and Use, and, Infrastructure, Investment and Resources.

The new training programme continues to be the primary means of supporting professional development.

Northern Ireland Museums Council  
6 Crescent Gardens, Belfast BT7 1NS

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Email [info@nimc.co.uk](mailto:info@nimc.co.uk)

Responding to the demands and challenges within the sector the focus of the Training Programme this year is:

- **Engaging New and Diverse Audiences**
- **Collections Care and Management**
- **New Technologies**
- **Social and Economic Priorities**

Peer learning is also emphasised within the programme with a focus on building an understanding, and sharing of good practice within the sector through local case study examples.

Over the course of the year we will keep you informed of any additional workshops and information sessions we plan to run. In the meantime, we hope that you will be able to make the most of this current programme.

Karen Magowan  
Business Executive Officer

Triona White Hamilton  
Development Officer  
(Collections)



# NIMC Training Course

## Calendar 2015/2016

Date	Course
18 May 2015	Engaging with Visually Impaired Visitors
23 June 2015	Using Apps and Mobile Devices to Enhance Digital Engagement
22 September 2015	'Spilling the Beans' - Peer Learning
1 October 2015	Study Trip: Down County Museum
13 October 2015	Recent Developments in Copyright
12 November 2015	Study Trip: Imperial War Museum, London
9 December 2015	Museums, Employment and Well-being
19 January 2016	Caring for Metal
10 February 2016	Planning a Focus Group
8 March 2016	Play in Museums

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## COURSE TITLE

### **Engaging with Visually Impaired Visitors**

#### **Facilitators:**

RNIB  
Gemma Reid, Quarto

#### **Date:**

18 May 2015

#### **Venue:**

Coleraine Museum at  
Coleraine Town Hall

#### **Cost:**

Members £60.00  
Non-members  
£100.00

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The training is suitable for anyone who would like to develop museum services and programmes which are valued by blind and partially sighted people. The morning session which focuses on visual awareness training is OCN accredited.

The training aims to:

- Dispel the myths and stereotypes surrounding sight loss.
- Advise on how to make your museum services and programmes accessible to everyone.
- Enable you to support a blind or partially sighted visitor or colleague, for example, greeting and guiding techniques.
- Give an awareness of other services available to blind and partially sighted people.
- Provide an opportunity to discuss museum specific examples of engaging and working with visually impaired audiences.

The training will include a chance to visit 'A Sense of the Past' and 'Sensing the Past: Irish History Starts Here' exhibitions where NIMC CEI trainee Nic Wright will provide a tour. Causeway Museum Service staff will speak about why these projects have formed an important part of the museum's programming, and their experiences of developing complimentary sessions, workshops and trips for visually impaired visitors.

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## COURSE TITLE

### Using Apps and Mobile Devices to Enhance Digital Engagement

#### Facilitators:

Nicola Clarke and Rachel Lynch from Nerve Belfast Creative Learning Centre

#### Date:

23 June 2015

#### Venue:

Nerve Centre, Belfast

#### Cost:

Members £60.00,  
Non-members £100.00

Digital apps for mobile devices and tablets have the potential to reach new audiences, and enhance knowledge of, and engagement with museums and their collections. This training is designed for those interested in embracing new technologies to engage with a diverse audience. The training will highlight a variety of creative apps for mobile devices that can be used to support a number of activities including film making, digital storytelling, animation and augmented reality/ interactivity.

By the end of the day participants will:

- Gain information on how other museums/ heritage organisations are using digital content and app – based technology
- Be more aware of how the use of filmmaking and digital storytelling techniques can enhance exhibits/ collections
- Be equipped to start planning a creative/ multimedia project in a museum integrating some elements of the training

Ipads used during training will be provided by the trainer.

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### **‘Spilling the Beans’ – Peer Learning**

**Date:**

22 September 2015

**Venue:**

To be confirmed

**Cost:**

Free

This will be an opportunity to hear fellow museum practitioners tell of their experiences and insights on engaging children and young people with museums. The day will be devoted to highlighting achievements and successes, and sharing valuable lessons learnt when things did not go precisely according to plan. This session will appeal to everyone with an interest in how local museums are engaging with children and young people.

The intended learning outcomes of the event will be:

- Peer learning
- Building of partnership links and support networks within the sector
- Increase knowledge and understanding of the range of work and activity taking place
- Stimulate new activity and initiatives

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### **Study Trip: Down County Museum**

**Date:**

1 October 2015

**Venue:**

Down County Museum

**Cost:**

Members £30.00

Non-members £60.00

This study trip will focus on the renovation work to Down County Museum. The new galleries at the Museum will interpret the history and iconography of the Downpatrick High Cross (now housed in the museum). Associated objects will also be displayed to bring to life the important Early Christian heritage of this area. The extension project also encompasses a new gallery to display key objects from the museum's large farming and maritime collection, a new gallery which will focus on the history of the Gaol of Down, and a new tearoom.

While this day will appeal to all with an interest in museums it will be of particular interest to those considering a refurbishment/ extension to their own museum. It will also be a chance for museum professionals to explore new ideas and share best practice on issues such as capital projects, conservation, research and interpretation, and visitors and their experiences.

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## COURSE TITLE

### **Recent Developments in Copyright**

**Facilitator:**

Naomi Korn

**Date:**

13 October 2015

**Venue:**

NIMC Offices

**Cost:**

Members £60.00

Non-members £100.00

This course provides an overview of current copyright legislation and the new changes following the Hargreaves Review of Intellectual Property. It will highlight the importance of copyright for collections holders, new orphan works solutions, risk management, tracing rights holders, and processes of rights clearance and documenting copyright.

It is suitable for those who are creating and/or using content and want to understand the basics of copyright within a cultural heritage context.

By the end of the course participants will have:

- Considered the importance of best copyright practice
- Gained information on the legal requirements of copyright and the use of documentation to achieve them
- Gained information on the changes to the copyright legislation and what these could mean for them and their organisation
- Considered the procedures for achieving best copyright practice and how more efficiently handling of rights and permission can save costs and resources
- Considered shortfalls in their own policies regarding copyright and methods of improving them
- Have seen and used authoritative copyright resources

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### **Study Trip: Imperial War Museum, London**

**Date:**

12 November 2015

**Venue:**

Imperial War Museum,  
London

**Cost:**

Members £160.00  
Non-members £250.00  
(Includes flight, travel to  
and from the museum  
and lunch)

This study trip will focus on the Imperial War Museum's World War One programmes. Staff at the museum will share their experience of working on exhibitions, events, and education and outreach programmes. The visit will be of interest to those interested in the role of museums in the commemoration of war, as well as how to sensitively manage these events and reach out to new audiences.

The trip will include a tour of the World War One galleries at IWM.

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### **Museums, Employment and Well-being**

#### **Speakers:**

Sara Neilson, Steps 2  
Success  
Peter Wilson, Supported  
Employment Solutions  
Allan Blackstock,  
University of Ulster  
Lorraine Bourke, PRONI  
Louise Newstead,  
National Trust

#### **Date:**

9 December 2015

#### **Venue:**

Mount Stewart

#### **Cost:**

Members £30.00  
Non-members £60.00

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Increasingly museums are being asked how they are contributing to social and economic development. There are opportunities for museums to make significant contributions to these priorities through work placements and volunteering opportunities.

This training day will provide information to museums looking to support people from a range of backgrounds to improve their employability and integrate into the community. Speakers from the Education and Employment sectors will give presentations on the programmes they are running to support individuals to find and keep a job. Staff managing short term placements in museums and heritage organisations will also discuss their experiences.

The objectives of the training day are to:

- Improve knowledge and understanding of issues associated with managing work placements
- Gain an awareness of how to plan and manage work placements at museums
- Consider the different employment and educational partners museums could work with to support work placements
- Consider the benefits of managing work placements in the museum
- Gain an insight into the variety of projects those on work placements do at museums/ heritage organisations

# Training Course

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## COURSE TITLE

### **Caring for Metal**

**Facilitator:**

Will Murray,  
Scottish Conservation  
Studio

**Date:**

19 January 2016

**Venue:**

NIMC offices

**Cost:**

Members £60.00  
Non-members £100.00

This course is aimed at all museum staff responsible for collections management and care, particularly those who hold metal objects in their collections. The course will focus on potential deterioration and damage of metal objects, as well as, preventative measures of conservation.

By the end of the day participants will:

- Gain an insight into how to identify a variety of metals in their collection
- Consider what causes damage to metal objects
- Be more equipped to assess risks to individual objects
- Become more aware of how to carry out basic condition surveys
- Consider best practice for the care of metal objects
- Gain awareness of how to undertake basic treatments for rust

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## COURSE TITLE

### Planning a Focus Group

**Facilitators:**

Audiences NI

**Date:**

10 February 2016

**Venue:**

NIMC offices

**Cost:**

Members £30.00

Non-members £60.00

(No lunch provided)

Focus groups have the potential to engage with people, to listen, explore and understand their behaviours, views and opinions. From the information gleaned museums can then devise plans to better meet their users' needs.

This half day training will help anyone looking to consult with, and better understand museum users and non- users.

During this training participants will get the opportunity to:

- Gain a better understanding of when is the best time to plan for a focus group rather than other methods of consultation
- Consider best practice when devising a consultative and recruitment plan
- Gain an insight into the skills needed to facilitate a focus group
- Hear about useful hints and tips for developing questions for a focus group
- Explore the issues involved in the management of a focus group session
- Gain an insight into how to evaluate and analyse information to assess users' needs
- Start thinking about planning a focus group at a museum

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### **Play in Museums**

#### **Facilitators:**

Playboard

#### **Date:**

8 March 2016

#### **Venue:**

Museum at the Mill,  
Newtownabbey

#### **Cost:**

Members £60.00

Non-members £100.00

This course is aimed at those seeking to initiate or strengthen their service to children in their early years (pre-school). It will enable participants to gain a practical insight into improving the experiences of early years at museums, and provide creative and inspiring ideas on how to engage with children through play.

By the end of the day participants will:

- Have gained an awareness of Children's Rights (to Play)
- Have considered the importance of play to child development
- Have gained insight into the challenges when working with early years
- Have gained awareness of the strategies and activities that could be used to engage early years with collections, exhibitions and museums
- Have considered measures of success and self - evaluation of such projects
- Be equipped to have a go at designing a project in the context of their museum

There will also be an opportunity to visit the 'Kid's Corner' at Museum at the Mill where Samantha Curry, Museums and Heritage Officer will speak about it and the museum's family backpacks.

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# NIMC Training Course

## **TO BOOK:**

**Fill in the booking form on the next page and email it to:**

**[info@nimc.co.uk](mailto:info@nimc.co.uk)**

*If you have any queries please contact: Karen Magowan,  
Northern Ireland Museums Council, Tel: 0289 0550 215 or email:*

**[info@nimc.co.uk](mailto:info@nimc.co.uk)**

## **PLACES**

The number of places on each course is limited to ensure that participants have the optimum learning experience. **You therefore need to book early to ensure you secure a place and avoid disappointment.**

## **PAYMENT**

*Payment* must be received to secure your booking. Once you submit a booking form attached we will issue an invoice to you for payment. Payment must be received, either by cheque or BACS, within 28 days of receipt of your booking or within 14 days of the training date whichever is sooner. All bookings not secured by receipt of payment will be re-allocated to those on the waiting list.

### *Cancellation*

NIMC adopts a strict policy with regard to cancellations. All cancellations must be in writing. If you cancel more than 14 days before the event you will be refunded on receipt of written cancellation. (This does not apply to study visits).

### *Lunch*

All training days include a sandwich lunch unless otherwise stated. Please inform us if you have any special dietary requirements.



# NIMC Training Course

## Booking Form

**Course Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Course Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Course Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Name of Delegate:** \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_

Email: \_\_\_\_\_

### Special Needs:

We recognise that some applicants may have disabilities and we would be grateful if we could be informed as to where wheelchair access or other special needs requirements are needed.