



As Australia's peak professional association for archivists and recordkeeping professionals the primary role of the Australian Society of Archivists (ASA) is to be the voice of our profession. Established in 1975 the ASA is an incorporated not-for-profit body governed by a Council of professional members (the ASA Council) in accordance with its constitution, laws and by-laws. The work of the Association is carried out through a network of branches, special interest groups and paid employees. Council has prepared this strategic plan to provide a clear pathway to:

- Ensure the sustainability of the Association
- Strengthen the standing of our profession and its contribution to the broader community
- Ensure the Association operates efficiently, accountably and in the best interests of its members

This plan was adopted by Council in July 2008. It will provide the basis for Council to report annually to members of the Association. The plan will be reviewed by 30 June 2012.

For 2008 – 2012 the ASA's strategic priorities are to:

1. Advocate the ASA ,our profession and professional pursuits
2. Deliver education and training in all matters relevant to archivists and recordkeepers
3. Provide appropriate services to all members
4. Manage the organisation well

This will be achieved through the following program of activities. A more detailed breakdown of the activities, deliverables and timeframes is provided in the 'Work Program' for each area of priority.

1. Advocacy and Promotion

- Promote the value and contribution of the Association and its members within Australia
- Promote best practice business recordkeeping
- Promote best practice recordkeeping within indigenous communities
- Promote the sale and use of Keeping Archives and other publications nationally and internationally
- Recognise the achievements and contributions of members of the Association through the Awards Program
- Advocate and support emerging, new and vulnerable archives

While the Association will focus its efforts on advocacy and promotion of indigenous and business recordkeeping, this focus does not preclude work being undertaken in other areas. Advocacy and promotional activities will be led by the Vice President and Promotions portfolio holder on Council. Their work will be supported by the Administrative Support Officer and Education Officer.

2. Education and Training

- Continue to publish the peer-reviewed journal, Archives and Manuscripts
- Refine the Association's accreditation program for educational courses in archives, records and information management
- Strengthen links between the Association's education and publications program
- Develop and deliver a national program of conferences, workshops, seminars and residential schools for novice and professional archivists
- Establish a framework and supporting process for a publishing program
- Encourage formal studies in archives and recordkeeping through a scholarships program
- Recognise the achievement of outstanding students studying within programs accredited by the Association through the annual Margaret Jennings Awards
- Encourage attendance at the ASA's annual conference through the Sharman Award

These activities will be led by the Managing Editor and the Conference and Education portfolio holders on Council. Their work will be supported by the Editorial Board, Editor Archives and Manuscripts, the Education Officer and Administrative Support Officer. In delivering the education and training program the ASA will work collaboratively with other organisations where appropriate. A key activity will be the ASA's contribution to the International Council of Archives Congress in Brisbane during 2012.



3. Membership Growth and Retention

- Modernise categories and criteria for professional membership
- Improve the value of membership for all members
- Increase the number of members and professional members
- Establish and maintain a suite of resources and standards to support professional practice
- Improve opportunities for professional networking and mentoring

These activities will be led by the Secretary and Membership Portfolio holder on Council. Their work will be supported by the Administrative Support Officer.

4. Governance and Management

- Undertake a comprehensive review of the Association's governance, management and administration
- Establish a Corporate Governance Framework that conforms to the relevant principles in the AS 8000 Corporate Governance series
- Improve the quality and efficiency of the management and operations of the Association
- Review the Association's Code of Ethics
- Establish a national office that may be utilised for multiple activities of the Association
- Strengthen the participation and contribution of all the Association's branches and Special Interest Groups (SIGs)
- Strengthen external relations with stakeholders, peer associations and industry partners
- Continue to document the Association's history and the contribution of its members to the profession and within the broader community
- Increase the Association's revenue to ensure its future financial viability and ongoing growth and development

These activities will be led by the President, Treasurer and e-business portfolio holder on Council. Their work will be supported by the Administrative Support Officer. In undertaking some of these activities the ASA will work collaboratively with CAARA and organisations with which the ASA has a memorandum of understanding (MOU).

Approved by the ASA Council on 11 July 2008

Jackie Bettington, ASA Vice President