



## InterActivity 2025 Program Committee

### Overview

InterActivity is the Association of Children's Museums' (ACM) annual conference—the world's largest convening of children's museum professionals. Programming includes content-rich professional development sessions, inspirational keynote speakers, insightful museum study tours, multiple networking opportunities, and the ACM MarketPlace—an exhibit hall of creative product and service solutions.

The InterActivity Program Committee is a service opportunity for ACM members to play a key role in shaping content for the annual conference. The Program Committee is an all-volunteer, field review body charged with evaluating and selecting session proposals for the blocks of Concurrent Professional Development Sessions at InterActivity, a significant part of the conference program.

The Committee is composed of twenty-four members, including two co-chairs and two business members. As a field review body, its composition includes individuals with a variety of job functions, expertise, experience, ages, genders, etc., to represent the geographic, institutional, and personal demographics of the children's museum community.

Note: Program Committee members who submit a session proposal will receive no preferential rating because of their service on the committee and will recuse themselves from its review.

### Term Limits

InterActivity Program Committee members will serve an initial one-year term, renewable at the invitation of ACM. Term limit is four years.

### Eligibility

To achieve the greatest representation and diversity of perspectives on the Committee, ACM encourages all members to apply—from those new in field or just beginning their careers, to those with years of experience. A member is anyone with a current ACM membership whether it be Individual, Museum Member Institution, Institution Staff, Business Member, or Business Member Staff.

Program Committee individuals are required to:

- Review and rate approximately 30 session proposals between August 12-30, 2024.
- Attend the in-person Program Committee Selection Meeting, Thursday-Friday, September 12-13, 2024 at Explora Science Center and Children's Museum of Albuquerque (NM).
- Work with two to four session chairs of accepted proposals (September 16 through InterActivity 2025).
- Register for InterActivity by the Early Bird deadline and attend the full InterActivity conference, May 14-16.
- Attend a virtual Program Committee debrief after the conference.
- Pay one's own travel to and from the selection meeting, the conference, and conference registration fee (usually funded by the individual's institution).
- Meet all deadlines set by ACM.

## **Scope of Work**

The work of the all-volunteer InterActivity Program Committee requires collaborative decision making and a commitment to make InterActivity a success.

Reviewing and rating session proposals: Program Committee members will be assigned a subset of proposals available for download from the ACM Box site. Instructions and a rating sheet will be provided.

Proposal Selection Meeting: Day 1) Program Committee members work in small groups to discuss, in-depth, the subset of submitted proposals they rated (guidelines will be provided at the meeting). During the discussion process, groups may make recommendations to strengthen a proposal or flag the need for a new session as well as accepting/rejecting proposals for inclusion as a current professional development session at InterActivity 2025. Day 2) Full Program Committee reviews proposals selected on day one and considers what the program looks like as a whole. Selection adjustments can be made in this meeting.

Shepherding sessions: Program Committee members communicate with two to four session chairs of accepted proposals starting after the virtual Program Committee Meetings and ongoing throughout the year leading up to InterActivity 2025. Shepherding includes scheduled check-ins to offer support and ensure the session will deliver what was proposed.

The Program Committee debrief: Program Committee members meet after the conference concludes to provide feedback on the current session and committee processes. The feedback is used by the next Program Committee, ACM, and the next hosting partner museum to improve InterActivity and its planning processes.

## **Recognition**

In appreciation for their volunteer work, InterActivity Program Committee members are recognized in the InterActivity 2025 Preliminary and Final Programs and onsite at InterActivity during a Plenary Session.

## **Application Process**

Eligible candidates will submit an online application via SurveyMonkey (application deadline: Friday, June 28, 2024). The Selection Committee includes the ACM Executive Director and Senior Director of Professional Development and the Program Committee Co-Chairs. As part of the selection process, ACM will contact an individual's supervisor to confirm of support (including financial) of service. Notice of decision will be sent by Friday, July 19, 2024.

**Questions?** Contact Victoria Garvin, Senior Director, Professional Development:  
[Victoria.Garvin@ChildrensMuseums.org](mailto:Victoria.Garvin@ChildrensMuseums.org).