



2027 – Program Committee Guidelines & Expectations

The VAM Program Committee is an opportunity to help shape the VAM Annual Conference and connect with museum professionals from across Virginia. Committee members play a key role in reviewing session proposals, strengthening the conference program, and supporting presenters onsite.

This group brings together professionals from a range of roles, institutions, and experience levels. The Committee is led by the Program Committee Chair, the VAM VP of Member Engagement, and the Assistant Director of Membership and Communications. These individuals work closely with members throughout the process.

Serving on the Program Committee is a meaningful way to get involved with VAM, expand your network, and contribute to the field. Committee members are expected to actively participate in the virtual review of assigned proposals. As well as attend the in-person 2027 Proposal Review meeting on **Tuesday, August 25, at Longwood University in Farmville, Virginia**. Members must also commit to attending the VAM 2027 conference in Charlottesville in March 2027 and prepare to serve as a session assistant at the conference.

Serving on the Program Committee requires a meaningful investment of time and energy, including potential travel costs and conference registration. In return, members collaborate with peers across the state, expand their professional networks, and play a key role in shaping the VAM conference experience. A discount volunteer rate - \$300 for the 2027 conference will be available to program committee members.

Member Criteria

- Work at a museum, library/archive, college/university, partner organization, or serve as a consultant or industry partner
- Live or work in Virginia
- Maintain a current individual, institutional, or business VAM membership throughout the term
- Comfortable using digital tools
- Interested in collaborating with peers and contributing to the field

Workload & Expectations

- Review and score a set number of session proposals as part of a small team prior to August 25.
- Attend the Proposal Review Meeting on Tuesday, August 25, **In-Person at Longwood University in Farmville, Virginia**
- Contribute to team discussions and help present proposal rankings at the Review Meeting
- Serve as a session assistant for at least two sessions during the Conference (assigned in January)
- Complete additional program related tasks as needed.

Term & Commitment

Program Committee members serve one-year terms, with the option to reapply (up to three consecutive years). Continued service is based on participation, engagement, and committee needs.

Please note that members are responsible for any travel and registration costs associated with the annual conference.

Members should keep the Program Committee Chair and Assistant Director of Membership & Communication informed of any changes that may affect their ability to participate in required meetings or responsibilities.