The Tasmanian Museum and Art Gallery

Educators' Reference Panel

Terms of Reference

Purpose

The Tasmanian Museum and Art Gallery's (TMAG) Educators' Reference Panel will provide guidance to TMAG staff with the aim of improving TMAG's services to teachers and students as key educational users of TMAG content. Advice will be sought across a range of areas including, but not limited to, the following areas:

- Guided programs,
- Educational resources,
- Marketing and communication to educational audiences,
- Exhibition content and design,
- On-line and outreach educational programming,
- Professional development sessions/programs for teachers.

The panel of up to twelve participants will provide timely advice to the panel chair who will be a permanent or contract employee of TMAG. Minutes of meetings will be forwarded to panel members in a timely manner. The Chair will prepare a summary report annually for the Deputy Director, Engagement, to table before the Executive management of TMAG for reference and discussion.

Panel Roles and Responsibilities

Panel members will commit to becoming members for one year. An option of renewal, continuing for up to three years in total, is subject to invitation from the Chair.

The panel will meet quarterly across the year, with a minimum of three weeks' notice, at 4:00 pm weekdays. Out of session contributions may be solicited via email on an as-needs basis. The Chair will convene the panel and seek new panel members at the Chair's discretion. Failure by a panel member to attend more than 2 consecutive meetings will render their membership lapsed, at the discretion of the Chair.

Panel members will receive no remuneration from TMAG and their attendance on the panel is personal and not contingent to approval by their employers.

Composition

Panel members will be selected from across the education sectors and will informally represent the sector to the best of their ability as well as relaying relevant information from panel meetings to education colleagues. Panel members will not formally represent their sector but rather use their expertise to reflect the views of the sector, rather than represent them. Educational sectors canvassed will include, but not be limited to, the following non-mutually exclusive, sectors:

- Early childhood
- Primary school
- Secondary School
- Tertiary and adult education sector, including Pre-service Teacher sector
- Public School Sector
- Independent School Sector, including Catholic sector
- Discipline defined sectors (e.g. Science, Humanities, Arts,)

Confidentiality

Some matters discussed will be confidential and all discussion and correspondence, unless otherwise indicated by the Chair, are to remain confidential to the panel. Panel members do not represent the opinions or decisions of TMAG, but rather act as independent advocates of TMAG.

Panel members must disclose conflicts of interest if and when they arise verbally or in writing to the Chair.

Panel membership will be documented and confirmed by the Chair on an annual basis, or when vacancies become available. Public acknowledgement of panel membership will be made available by request, and with prior approval of panel members.

Chair Educators' Reference Panel

Kate Morris: Senior Producer Learning Programs

E: TMAG.Bookings@tmag.tas.gov.au

I …… (*full name*)

agree to abide by the above Terms of Reference as an Educators' Reference Panel member

Signed. ……... Dated. ……

Tasmanian Museum and Art Gallery (TMAG) Educators' Reference Panel Application Form 2027

Please read and sign the TMAG Educators' Reference Panel Terms of Reference before completing and submitting the Application Form

Name	First: Family name:
Address	
	Suburb: Postcode:
Contact details	Email:
	Phone/Mobile:
Place of work	
Subject area	
Grade/s	
Dietary requirements:	

Meeting dates and times for 2027 (one per term)

Meeting 1: 4:00 pm – 5:30 pm, Wednesday 17 March 2027

Meeting 2: 4:00 pm – 5:30 pm, Wednesday 9 June 2027

Meeting 3: 4:00 pm – 5:30 pm, Wednesday 1 September 2027

Meeting 4: 4:00 pm – 5:30 pm, Wednesday 17 November 2027

Signed _____ Date _____

Please turn the page

Why do you wish to become a member of the TMAG Educators' Reference Panel?

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What interests you most about the Tasmanian Museum and Art Gallery?

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What strengths and skills do you feel you will contribute to the TMAG Educators' Reference Panel?

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When did you last visit TMAG?

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Please describe the purpose of your visit.

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Signed _____ Date: _____

Thank you for your interest in TMAG's Educators' Reference Panel. We will be in touch by the end of February. If you have any queries please contact Kate Morris kate.morris@tmag.tas.gov.au

Applications close 5:00 pm, Friday 5 February 2027

Please return completed and signed application form to kate.morris@tmag.tas.gov.au

Post: TMAG Educators' Reference Panel Application, Tasmanian Museum and Art Gallery, GPO Box 1164, HOBART TAS 7001

Personal Information Protection Statement – Personal information is collected from you for the purpose of convening and running the Educators' Reference Panel and obtaining consent to publish photographs or video images. It will be held by the Tasmanian Museum and Art Gallery, Department of State Growth. Personal information is managed in accordance with the Personal Information Protection Act 2004. You may access your personal information by application to the business unit named above