



LLHSM Mentors Program 2021

Support for this program provided in part by the Windham Foundation, as well as generous individual donors.

The Vermont Historical Society's League of Local Historical Societies & Museums (LLHSM) Mentors Program aims to match local historical societies and museums with a museum/cultural heritage professional to tackle a specific issue at their institution via one-on-one assistance. Participating organizations can be matched with a mentor to help with anything from collections management to exhibits to board planning.

How it Works

Local historical societies and museums are encouraged to identify a critical need, problem, or initiative for which they could use professional input and assistance. After completing the application, organizations will be matched by VHS with a Mentor with the appropriate skills and experience. Mentors and organizations will then work together to determine the best way to tackle the problem. This may include a site visit, virtual visits, or correspondence. There is a small fee for each mentorship to help cover the cost of the mentor's time.

Mentorship Details & Requirements

- The program is open to any historical society or museum in Vermont.
- A \$50 fee for VHS Members/ \$100 non-members is required at the time a match is made with a Mentor.
- One application per organization per 12-month period.
- A limited number of mentorships are available per year. Applications are accepted on a rolling basis. If an excessive number of applications is received, priority may be given to all-volunteer organizations and/or VHS institutional members.
- VHS may refer applicants to different assistance programs that may better fit their needs.
- Mentors will be expected to provide 6-8 hours of their time under this agreement. Further work/assistance by a Mentor may incur professional fees/costs for their time.
- VHS and/or Mentors may ask for additional information from an organization prior to the mentorship. Failure to supply requested information may result in a delayed or cancelled mentorship.
- Mentorships should be concluded no more than 8 months after approval.
- Mentee organizations will be required to complete a short report/evaluation about their experience. Experiences and products from the mentorships may be shared with the LLHSM community via the VHS website or other media.

Questions & Applications to:

Eileen P. Corcoran

Community Outreach Manager

eileen.corcoran@vermonthistory.org

(802) 479-8522



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APPLICATION FOR MENTORSHIP

This application can also be completed & submitted online via
<https://vermonthistory.org/mentors>

Date of Submission: _____

Organization: _____

Mailing Address: _____

Contact Name: _____

Contact Email: _____ **Contact Phone:** _____

Brief Description of Organization (mission, staffing, programs, etc.)

Organization has the following:

- | | |
|-----------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Archival Collections | <input type="checkbox"/> Object Collections |
| <input type="checkbox"/> Historic Building(s) | |

General Area in Need of Assistance (choose 1):

- | | |
|-----------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Collections Management | <input type="checkbox"/> Collections Care/Preservation |
| <input type="checkbox"/> Exhibits/Public Programs | <input type="checkbox"/> Educational Programs (K-12) |
| <input type="checkbox"/> Facilities/Historic Preservation | <input type="checkbox"/> Administration/Board |
| <input type="checkbox"/> Fundraising/Development | <input type="checkbox"/> Public Relations/Marketing |
| <input type="checkbox"/> Diversity & Inclusion | <input type="checkbox"/> Emergency Management |

Other: _____

Please briefly describe the issue or challenge you seek to address through the program

Please identify any steps you have already taken to address this issue or challenge:

By submitting, this applicant certifies the following:

- This application is being made with the authorization of the organization's governing board or authorized personnel.
- The applicant has read, understands, and will comply with the program guidelines.
- The organization agrees to pay the \$50/100 mentorship fee.

Questions & Applications to:

Eileen P. Corcoran

Community Outreach Manager

Vermont Historical Society

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Barre, VT 05641

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