



**Staff and Board Relations:  
Working Together for Museums and Historical Societies  
Self- Assessment**

	<b>Yes</b>	<b>No</b>	<b>Don't Know</b>
I feel that my museum's board and staff know their roles, responsibilities, and boundaries			
When the board or staff are unclear about roles, responsibilities and boundaries, we work together to sort them out			
Our museum has an organizational chart showing board, committee and staff relationships with one another and lines of authority and communication			
Our museum has up-to-date written and approved job descriptions for all staff			
Our museum has up-to-date written and approved job descriptions for board members			
Our museum's committees have up-to-date written and approved job descriptions for their work			
Our museum has a current written strategic or long-range plan that was developed jointly by board and staff			
We use the strategic or long-range plan to create an annual work plan that guides board, committee and staff work			
We use the strategic or long-range plan to guide board recruitment			
Staff leadership is involved with board recruitment			
Board and staff jointly develop and are responsible for fundraising planning			
The board relies heavily on staff expertise for collections management, program planning and implementation, and issues development			
The staff relies heavily on the board for framing the mission, organizational expertise, and utilizing its networks for fundraising and audience development			
The board challenges staff leadership in healthy ways			
Staff leadership challenges the board in healthy ways			
The board and staff regularly set aside time to discuss the museum's issues and think about the future			
The board takes time to regularly evaluate its performance as a governing body			
The board takes the time to regularly evaluate its staff leader			
The board and staff take the time to regularly evaluate their implementation of the strategic or long range plan			

On a scale of 1 -5, with 1=poor and 5=excellent, rate the health of your museum's board-staff relationship: