

I - VISION, MISSION, & STRATEGIC OBJECTIVES

Preamble

The Board of Trustees, as the governing authority for the Royal Ontario Museum (ROM) with powers vested in it by the Legislature of Ontario, is responsible for the institution, its policies, its operational continuity and well-being, and the various assets which it holds in trust for the people of Ontario, to whom it is ultimately accountable.

Governance policies will guide trustees, other volunteers, employees, and others affiliated with the ROM who are responsible for any aspect of museum operation, management, or governance.

Museums and their employees and volunteers have duties, responsibilities, and opportunities; from time to time, they encounter ethical dilemmas and conflicts which must be resolved, considering both the needs of the institution and the broader public interest. In this regard, the ROM will be guided by the Canadian Museum Association's Ethics Guidelines (1999).

Policy*Mandate*

The **mandate** of the ROM includes

- (a) The collection and exhibition of objects, documents, and books of any kind to illustrate and make known to the public the natural history of Ontario, Canada and the world;
- (b) The collection and exhibition of objects, documents, and books of any kind to illustrate and make known to the public the history of man in all ages; and
- (c) The promotion of education, teaching, research, **public programs** and publication in any or all fields referred to above.

Vision

The ROM will inspire wonder and build understanding of human cultures and the natural world.

Mission

The ROM will be a world leader in communicating its research and *collections* to increase understanding of the interdependent domains of cultural and natural diversity, their relationships, significance, preservation, and conservation.

Values

The ROM values its key assets including its collections, its people, and its interaction with the community.

The ROM's core values are

- Life-long discovery and learning using its research, collections, and programs.
- Respect for people, visitors, employees, volunteers, and *partners*.
- Effective communication, innovation, and action.

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*Strategic
Objectives*

- To produce nationally and internationally outstanding and innovative programs of agreed research and collections management.
- To exceed visitor expectations for engagement and a meaningful experience.
- To extend the reach of ROM research, collections and education programs to a diverse audience.
- To use the highest ethical standards in all aspects of museum operations, including human resource management, and to have policies which are understandable, meaningful, and consistently and fairly applied.
- To produce surpluses to fund operations and aspirations as defined in business plans, while increasing the proportion of self-generated revenues each year.
- To raise the resources needed, together with the ROM Governors, to fulfill its strategic objectives.

*Work
Environment
Principles*

The ROM embraces a working environment that recognizes individual integrity, commitment, reliability, initiative, and co-operation. The ROM values teamwork in the achievement of its Mandate and will strive for excellence in its endeavours.

In furtherance of creating such an environment, employees and volunteers (including trustees) will

- Treat others with respect, tact, and courtesy, both within the ROM and when representing the ROM.
- Use their skills and experiences for the benefit of the ROM.
- Keep confidential ROM information, which involves a matter of trust.
- Respect and protect ROM property and facilities, including records, and refrain from using them in a manner or for a purpose that may be contrary to the ROM's interests.

In addition to these behaviours expected of all employees and volunteers, managers have additional responsibilities that are implicit in the organizational authority vested in them. Managers will adhere to the Work Environment Principles set out for employees and volunteers and in addition

- Use their knowledge, experience, abilities, and expertise to the best advantage of the ROM in fulfilling its Mission and achieving its Objectives.
- Strive to unite management, employees, and volunteers in a sense of shared purpose.
- Respect and foster the professionalism of employees and volunteers.
- Acknowledge achievements, and provide guidance and encouragement in a productive work environment.
- Exercise reasonable and non-discriminatory human resources practices.

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- Ensure that all applicable policies are communicated effectively, and adhered to in daily operations.
- Ensure that the ROM, its departments, individual employees, and volunteers grow and develop professionally in a manner consistent with stated Values and Work Environment Principles.
- Use resources effectively and make decisions that are financially and ethically responsible in furtherance of the ROM's Mission and Objectives.
- Strive to produce and foster the production of outstanding and innovative programs, which exceed visitor expectations.

**Explanation
of Terms**

collections: refers to objects including artifacts, works of art, and biological and geological materials, sound and video recordings, and any other movable cultural or natural property that has been formally accepted and accessioned by the ROM.

partners: an organization with whom the ROM has a contractual relationship, i.e. suppliers, MOU signatories, exhibition lenders, corporate sponsors.

diverse audience: an audience representative of the contemporary society in Toronto, Ontario, Canada and abroad.

Date

April 20, 2000

Amended

June 26, 2003

September 9, 2004

September 7, 2006

June 14, 2007

September 6, 2007

June 18, 2009 – new language **bolded and underlined**

Approval

Chair of the Board of Trustees

Director & CEO

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MONITORING**Adherence to Policy**

Board: The Governance Committee will periodically review management's adherence to the policy.

Management: The Director & CEO and the Deputy Director, Operations will ensure that the Governance Committee has all the relevant information for determining adherence.

Policy Review

<i>Method</i>	Internal Report
<i>Responsibility</i>	Governance Committee
<i>Minimum Frequency</i>	Annually