

Jersey Heritage

Jersey Archive - Outreach Policy

Background

Jersey Heritage is committed to preserving and making accessible to members of the public the Island's unique written heritage which is stored at the Jersey Archive in secure, environmentally monitored conditions.

Jersey Heritage believes that all individuals either from the Jersey community or worldwide have a right to access the unique documents that give evidence of government accountability, legal title and precedence, Jersey's cultural identity, its people and environment.

This outreach policy outlines the principles behind the provision of services that extend access to and understanding of the information held at Jersey Archive. It aims to ensure that the resources held at the Archive are used and enjoyed by the widest possible audience.

Standards

Jersey Heritage aims to meet the following standards of outreach:

- National Council on Archives, Public Services Quality Group. Standard for Access to Archives, 2008.

General Principles

- To target and present information in different ways to appeal to different sections of the global community.
- To increase awareness of and stimulate interest in the Jersey Archive.
- To increase opportunities for access and lifelong learning.
- To spread understanding of what the Jersey Archive does, the resources we care for and the value of those resources to the wider community.
- To promote understanding and appreciation of the purpose and value of archives and the archive profession

Objectives

- To provide a general information leaflet about the Jersey Archive.
- To provide information leaflets about the collections held and the uses of the collections.
- To provide information to the media regarding collections, accessions and the activities of the Jersey Archive through press releases and interviews.

- To work with the media on specific projects which encourage the community to become involved with the Jersey Archive.
- To produce exhibitions using the collections of the Jersey Archive at the Archive site and elsewhere in the island.
- To provide information about the Jersey Archive collections, facilities and services on the Internet via the Jersey Heritage website.
- To provide remote access to the Jersey Heritage computer catalogue.
- To use social media and developing technologies to promote the Jersey Archive to a global audience.
- To provide information about the Jersey Archive, specifically the Records Management service and the Conservation service on the States of Jersey Intranet.
- To participate in special projects to promote the Jersey Archive.
- To provide advice for individuals, clubs and associations and businesses regarding the use of archives, the services offered by the Jersey Archive and the care of archival material
- To provide an education service to schools, universities and life-long learners.
- To provide articles concerning the Jersey Archive for archive journals, the Society of Archivists Newsletter and the Channel Island Family History Society Journal.
- To provide speakers for schools, societies, associations and other interested groups.
- To provide tours of the Jersey Archive building for schools, societies, associations and other interested groups.
- To provide publications which will promote and help to study local records, but not provide transcripts of documents.
- To establish links with other local history groups through the Family History Forum.

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