

External Affairs Department Records

EXT

Finding aid prepared by Bertha Adams and Susan Anderson.

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Philadelphia Museum of Art Archives

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Summary Information

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Biography/History

The External Affairs department grew out of the Urban Outreach department, which operated between 1970 and 1977, and its successor Community Programs, which operated from 1978 through 1982. In January 1983, the Museum created a new Administration office, the Office of the Assistant Director for Program, and recruited Cheryl McClenney-Brooker to head it. According to the 1986-1989 Annual Reports, by June 1987, McClenney-Brooker became Vice-President for External Affairs, and the office

name changed to reflect that title. Her staff consisted of a staff writer, audio-visual personnel and an executive secretary. In 1998 the various vice-president offices that operated under Administration became independent departments, including External Affairs. At that point, Cheryl McClenney-Brooker guided the department as its Director, with Diana Myers-Bennett Roberts as Program Administrator. Staff now consists of Andreina Castillo as Program Coordinator, in addition to McClenney-Brooker continuing as Director. Working closely with the Division of Education, the Assistant Director for Administration and other Museum staff, the department's mission is to make the Museum a more inclusive, collaborative institution and a greater community resource by means of institutional diversity, outreach and audience development, collaborations and partnerships, and government relations.

Scope and Contents

These records document activities held within and outside of the Museum to further the department's on-going development and promotion of collaboration, outreach, diversity and government relations. Museum activities include special exhibitions, visitor services and special projects and programs. Departmental papers include chronological "Day" files (1995-2001), budget files (1991-2002), as well as incidental bills and invoices. Collaborative efforts and organizations documented here include AIDS Walks (1992-1999); Latino Caucus 1993, Free Library of Philadelphia Summer Program (1999-2002), Legislative luncheons, Philadelphia Folklore Project (1997-1998), Multicultural Affairs Congress (1994-1998), and the Afro-American Historical and Cultural Museum (1992-1997).

Folder-level inventories are available in the Archives.

Administrative Information

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Sponsor

Funded by a grant from The Institute of Museum and Library Services

Access Restrictions

The collection is open for research. Access to institutional records less than 10 years old is at the discretion of the Archivist.

Use Restrictions

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Processing Information

These materials were arranged and described by Bertha Adams and Susan Anderson. Funded by a grant from The Institute of Museum and Library Services.

Controlled Access Headings

Corporate Name(s)

- Philadelphia Museum of Art