

**hands  
on!**



## **Conference Guide**



International Association  
of Children in Museums

## **About us**

Hands On! is an international network of museum professionals. Our aim is to make all museums and science centers meaningful places for children, to professionalize the (children's) museum field and to share our expertise. Hands On! believes that museums should encourage curiosity and imagination in the children who visit them. We recognize the role and significance of both collecting and non-collecting children's museums. Hands On! is committed to the professionalization of all museums that welcome children, not only in terms of exhibition design and program, but also in financial and personnel management.

Hands On! strives to act as a global leader, advocate and a resource for organizations serving the learning needs of children and families. Our aim is to represent European as well as non-European organizations.

Biennially, we offer an international conference to give the opportunity to exchange best practices, learn about the latest development on serving families and children and to get inspired!

Together with the host the Hands On! board is responsible for the content of the conference. Furthermore, the host is responsible for the logistical organization of the event and its social program.



## **The Hands On! Conference**

### Time of the year

October/November 2021

### Periodicity

Biennial, every second year in a different location in Europe (next: Frankfurt 2019)

### Number of days

4 days composed of 1 optional pre-conference day (Monday), 3 conference days (Tuesday, Wednesday and Thursday) and 1 exploration day with study visits (Friday).

### Number of expected delegates

200–300 delegates

### Profile of delegates

Professionals from museums and science centers, who are dedicated to serving young visitors through a variety of interactive exhibits; corporate members and students are welcome.

### Working language of the conference

English (all speeches are held in English)

### Description

200 – 300 delegates

conference opening

3 keynote speeches

workshops, joint lectures and lectures

lunch will be provided on site for all delegates

social events (2 dinners and the Children in Museum Award Ceremony)

**List of past conference destinations:**

<i>Year</i>	<i>Destination</i>	<i>Title</i>	<i>Main Organizer</i>
1996	Amsterdam/Rotterdam	Hands On!	Children's Museum Rotterdam & Kindermuseum Amsterdam
1998	Lisbon	Hands On! Europe -International conference	Museu das Criancas
2001	London	Play to learn? The educational role of children's museums	Discover- The children's discovery centre
2003	Milan/Rome/Neaples	Creatvity & children's museums	Explora, MUBA, Citta della scienza
2005	Vienna	Serving different audiences	Zoom Vienna
2007	Berlin	Action, Interaction and Reflection. Children's museums in the 21st century	Bundesverband deutscher Kinder- und Jugendmuseen
2009	Paris	High Tech! High! Touch!	Cité des sciences et de l'industrie
2011	Ljubljana	Identity, Cultural Diversity and Heritage The role of Children's Museums in times of rapid change	National Organizing committee lead by Andreja Rither
2013	Stockholm	Explore!	Swedish Exhibition Agency (Riksutställningar)
2015	Amsterdam	Touch and Learn	Rijksmuseum, Joods historisch Museum
2017	Pilsen/Pisek/Prague	Future in children's hands. Informal education as a tool for social change	Sladovna Pisek o.p.s.
2019	Frankfurt	All inclusive! Museums as places for all children	Junges Museum Frankfurt

### **Responsibilities of the host**

- The host applicant must be a member of Hands On!
- The head of the organizational team must step into the Hands On! board for the duration of the conference planning process. But of course is welcome to stay on.
- If another Hands On! conference has taken place in the applying country in the past, a 10 year waiting period must be kept.
- Organization of all logistical aspects
- Organization of social programs
- Venue for the conference
- Catering
- IT, audiovisual and other equipment
- Visual identity: Design and printing of promotional materials and programs co-branded with the Hands On! logo, format and letterhead.
- Fundraising
- Communication (HO! office assists)
- Evaluation and results of the conference report (number of participants...) must be reported within 3 months after the conference to the HO! board
- The host assumes all financial responsibilities.
- Staff: Free registration for all HO! board members as well as the HO! office costs (accommodation, travel expenses for 1 person).
- HO! receives the annual HO! membership fee amount for all paying delegates registered as non-members.
- HO! reserves the right to calculate a handling fee to the value of 20 % of each paying participant.

### **Contribution from Hands On!**

- The financial agreement is based on the number of registered and paying participants. Hands On! has the share of any possible profit.
- Conference registration: Registration of participants for the HO! conference is handled by the HO! office. The online registration system is implemented in the HO! webpage. Payments of registration fees are managed by the HO! office.
- Communication
- One board member steps into the conference programme committee
- Call for proposals: dissemination, management and preselection of proposals.