

Cultural Competency
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The Charge: Determine how the principles of cultural competency should be integrated as part of the Academy's role delineation statement. Should we increase our domains from 7 to 8 or should we fold a cultural competency component into a pre-existing domain?

Knowledge Statement:

Cultural Competency according to Helen Wong Smith, is “The ability to function with awareness, knowledge, and interpersonal skill when engaging people of different backgrounds, assumptions, beliefs, values, and behaviors.” Cultural competence is also defined as a “set of congruent behaviors, attitudes, and policies that come together in a system, agency, or among professionals and enables that system, agency, or those professionals to work effectively in cross-cultural situations” (Cross). Operationally defined, cultural competence is the integration and transformation of knowledge about individuals and groups of people into specific standards, policies, practices, and attitudes used in appropriate cultural settings to increase the quality of services, thereby producing better outcomes (Davis). How can the Academy of Certified Archivists encourage archives and archivists within the field to exhibit cultural competence that represents a sincere effort to diversify professionals, clientele, collections, and policies within our institutions and organizational structure?

One simple way of promoting cultural competence within the archival profession is to develop statements and policies that represent awareness and practice. These written documents are important in establishing the parameters of collecting and description providing public acknowledgement that diversity is a valued aspect of the profession and is embraced via the precepts of cultural competency. The importance of documenting all of America’s constituent groups, especially those underserved and underrepresented in collections, requires cultural competence that has the weight of documentation which is accessible and publicized. Combing cultural-awareness with culturally centered communication skills for effective relationships with all people forms the basis for culturally competent organizations, communities and societies.

Below is the work that Helen Wong Smith and Rebecca Hankins developed to address the creation of the new *Domain 8: Cultural Competency*. It includes Tasks and Knowledge Statements, with a list of suggested published literature to support the development of questions for the Item Bank.

Domain 8: Cultural Competency

- Task 1 Identify sources of archival records and papers by applying knowledge about diverse subjects, individuals, organizations, and others that create, receive and accumulate records and papers appropriate for acquisition.
- Task 2 Acquire knowledge of cultures holding records and papers to operate in a culturally competent manner.
- Task 3 Establish, maintain, and keep a record of culturally appropriate communication(s) with creators and/or potential donors of records and papers.
- Task 3 In determining the acquisition of records and papers, identify and evaluate record characteristics with special attention to their cultural significance and restrictions.
- Task 4 Appraise records and papers for their long-term retention applying the same characteristics as Task 3.
- Task 5 Implement disposition recommendations or decisions through legal instruments of transfer such as schedules, deed of gift, purchase contracts, and deposit agreements and any other protocol as determined by the subject culture.
- Task 6 Promote cooperative acquisition and disposition strategies respecting any cultural protocols.

Knowledge Statements Archivists know and can apply knowledge about:

- K-101 how the mission and holdings of archival repositories relate to selection, appraisal and acquisition recognizing deficiencies in culturally diverse collections.
- K-102 techniques for locating and surveying potential acquisitions with the application of culturally competent practices.
- K-103 the evolution, nature, and variety of recordkeeping systems and practice as they apply to diverse cultures.
- K-104 the history of record-creating and record-accumulating sources and deviations from traditional Western practices.
- K-105 factors that should be considered when defining collecting or accessioning areas and developing an acquisition policy acknowledging cultural diversity with may be lacking.
- K-106 culturally competent methods of solicitation and negotiating techniques, including ways of educating document creators about the importance of preserving records and papers.
- K-107 laws, policies, regulations, procedures, legal instruments, and culturally ethical standards relating to acquisitions.
- K-108 the values of records such as evidential, informational, administrative, legal, fiscal and intrinsic for diverse groups.
- K-109 the past, current, and potential uses of records and papers.
- K-110 inventorying, scheduling, appraisal, and disposition techniques.
- K-111 selection, sampling, weeding, and other techniques to reduce volume.
- K-112 methods of deaccessioning and other techniques of internal disposal.

Published Literature

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