

**SHERILYNE L. JONES**  
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Applied Anthropology PhD student (expected 2024) with eighteen years professional experience in cultural heritage management sector. Strategic, creative developer, including innovative arts and heritage programs, community engagement, collaborations, research, public evaluation, and program design. Expertise in museum and non-profit management.

- MS Office Suite,
- Excellent writing skills
- Courses in research method and contemporary applied anthropology
- Exceptional project management skills • Clear communicator and collaborator

## **EDUCATION:**

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Masters of Art - Museum Studies and Management  
University of Leicester, Leicester UK

Bachelor of Art - Anthropology,  
University of South Florida, Tampa Fl

## **PROFESSIONAL EXPERIENCE**

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**Associate Director - Strategic Planning, Policy & Partnerships**  
**Museum of Belize and Houses of Culture | April 2017 - April 2020**  
**National Institute of Culture and History (NICH), Belize**

- Collaborated with community groups on programs on heritage educational programs
- Develop plans to materialize strategy and analyse cultural policies
- Developed Sustainable and Cultural Strategies for implementation.
- Collaborated with relevant external agencies on the funding options for the Museum
- Liaised with partners & stakeholders on the community programmes & interdisciplinary collaborative projects

**Director - Museum of Belize and Houses of Culture (NICH)**  
**October 2010 - March 2017**

- Oversaw the museum's 1.2 million budget, 28 staff & volunteers
- Established four new Houses of Culture (Eco Museums) in the district's towns
- Led major development initiatives including a conservation and building renovation campaign
- Established the museum's fundraising, rebranding of the Giftshop and marketing programs
- Conducted research, organized, and marketed touring exhibitions, locally and internationally
- Created innovative programming to make museums spaces, accessible alternative education locations

**Staff Archaeologist - Institute of Archaeology, (NICH)**  
**December 2002 - September 2010 | Educational Outreach**

- Planned, coordinated, and executed educational outreach programs for the IA
- Developed & delivered public lectures in elementary, high schools, & Junior Colleges
- Assisted in the vetting of Archaeology Field School proposals & field students
- Worked with foreign researchers in vetting proposals, processing visa extensions, and permits
- Organized and marketed the Annual Archaeology Symposium
- Assistant Editor for publication, Research Reports in Belizean Archaeology
- Editor for the Underground (IA monthly newsletter)

## TEACHING EXPERIENCE

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### *Graduate Teaching Assistant*

*University of South Florida | Aug 2020 – Present*

- Attended lectures, provided academic support and instruction to students
- Tracked attendance and graded assignments, quizzes, and exams, entered and maintained grades.
- Held weekly office hours to provide tutoring, counselling, or assistance to students in need.
- Maintained the web courses on Canvas, a digital instruction platform

### *Graduate Teaching Instructor | Introduction to Anthropology*

*University of South Florida | Summer 2021*

- Facilitated cognitive and affective student learning in Introduction to Anthropology
- Designed syllabus and provided students with clearly defined course objectives for class
- Lectured on the four subfields of Anthropology and social impacts
- Delivered a range of teaching and assessment activities, and provided meaningful assessments
- Enforced all University policies and procedures

### *Course Instructor University of the West Indies – Museum Management*

*Open Campus | August 2019 – Present*

- Interact with students in a professional manner, offering constructive, encouraging, and timely feedback.
- Conduct weekly “live” video lectures and/or discussion (using Blackboard Collaborate).
- Counsel students regarding their performance in the course (both positive and negative.)
- Encourage complex thinking, participation, and discussion by all students/providing timely grade postings and feedback.

### *Belmopan Baptist High School, Belize C.A. (Evening division)*

*Adjunct Lecturer | August – December 2019*

- Developing and managing the class syllabus and ensuring that the syllabus meets department and college standards
- Planning and creating lectures, in-class discussions, and assignments
- Grading assigned papers, quizzes, and exams
- Assessing grades for students based on participation, performance in class, assignments, and examinations

**Course Developer – Sir Arthur Lewis Community College (SALCC)**

**Introduction to Anthropology**

**St Lucia – West Indies | May – August 2021**

- Developed course content, objectives, graduate attributes, learning outcomes, teaching and learning activities, resource materials, assessment procedures
- Formatted the course development matrix/course profile according to the guidelines of the House Style of the Sir Arthur Lewis Community College.
- Ensured clarity in the information provided in the Course Profile to enable achievement of the SALCC Mission Statement  
Integrate the specific SALCC Graduate Attributes into the course
- Ensured that the following components of the course profile were consistent with the course level

**Course Reviewer – Museum Conservation Skills**

**The University of the West Indies, Open Campus**

**St. Augustine, Trinidad and Tobago | 2019**

- Support the Curriculum Development Specialist (CDS) and work in a collaborative online space, for the course review activities for the Museum Studies Program.
- Collaboration with members of The UWI Open Campus course development team in the designated online space to ensure that the course content was gender sensitive, inclusive, respectful of diversity, and in keeping with the academic programme objectives outlined in the academic programme.
- Review processes in accordance with the protocols and methodologies employed by the UWI Open Campus, keeping with the guidance provided by the assigned Curriculum Development Specialist

**PROFESSIONAL SKILLS AND COMPETENCE**

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**Marketing & Communications**

- Developed communications & marketing strategy for the Belize Museum of Belize & 7 Houses of Culture, including branding and sales,
- Developed work plan, budget & implementation strategy for a social media plan
- Coordinating the implementation of the fund-raising strategy over a twelve-month fiscal period, including the development of a Museum Membership and Adopt-an-Artefact Programs.

**Administration & Human Resources**

- Supervised, engaged staff, staff talent identification and evaluation
- Developed and coordinated budget management and coordinated employment for overall museum,
- Designed annual program for facilities management and preventative maintenance/replacement of fixed assets (electrical, air conditioning and custodial services)
- Coordinated human resources management requiring the implementation of organization plans for hiring, integrating, evaluating, and training fulltime and contract staff

**Program, Policy and Organizational Management & Advocacy**

- Developed and conducted training for Emergency and Disaster Preparedness
- Developed Strategic Plan for fund raising for the Museum to maximize revenue generation
- Developed Adopt-an-Artefact program for the Museum
- Conducted the review and assessment of tourism policies for culture, heritage and conservation complete with national stakeholder consultations for a masterplan for cultural assets

- Organized all organizational membership outreach and events

***Project Development, Management & Monitoring (Proposal Writing)***

- Developed proposals for local and international funding and to further organizational operations strategic direction
- Coordinated and developed projects along with community partners, or municipal governments in relation to NICH's strategic direction
- Development of new Houses of Culture across the Country

*San Ignacio and Santa Elena House of Culture; Corozal House of Culture; San Pedro House of Culture and Stann Creek House of Culture*

***Coordination of national and international exhibitions***

- Reviewed, approved plans for development & execution of all exhibits at Museum and all seven Houses of Culture
- Staff coordination and assignments of duties
- Execution of technical procedures as it relates to the museum objects
- Supervise the movement and management of the collections / Mounting of exhibitions
- Coordinator of technical procedures including loan conditions and exhibition criterias
- Control and management of the internal inventory
- Special listing and cataloging / Digital documentation
- Coordination of internal and external staff
- Packing and conservation supervision and packing of fine arts

***Courier and Curatorial Supervisor for Internatiional Exhibitions***

United States

*Maya Hidden World Revealed 2013 -2020*

- Science Museum Minessota; - Denver Museum of Nature and Science; -San Diego Natural History Museum; -San Antonio Witte Museum; -Dallas Perot Museum of Nature and Science; -Milwaukee Museum of Nature and Science; -Salt Lake Public Museum

*Fiery Pool Exhibition 2009 - 2014*

- Peabody Essex Museum; - St Louis Art Museum; - Kimbell Art Museum

Italy

Museo di Santa Giulia - *Empires of the New World - Rise and Fall of Maya*

Mexico

Museo de Nacional Quintana Roo

**CONFERENCES, WORKSHOP AND PUBLICATIONS**

**2016** An analysis of the success of Community Museums in Belize - Socially Responsible Museum Conference, Columbia University, NYC

**2018** Community Engagement Practices in Belize, An analysis of the House of Culture model, Commonwealth Association of Museums symposium, Alberta Calgary Canada

**2019** The Absence of Presence: The Silencing of Marginalized Communities in the Development and Implementation of Cultural Resource Management Initiatives in the Belize, Museum Association of the Caribbean, Cayman Islands

**2019** Valuing Belizean's Archaeological Heritage, Belize Museum Association, Belize

**2020** Heritage Management, Community Engagement & Access: Bridging the Gap, Case Study Belize, Paper Presented at the Strong Coast NSF webinar, University of South Florida

**2020** The role of museums. Discussion on museums as spaces for community building, preservation of heritage and fellowship intended for cultural workers, artists, and creative professionals. The ACE Series, National Gallery of Bahamas

#### **ORGANIZATIONS:**

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Founding Director - Belize Association of Museums (BAM)

Past President of the Museums Association of the Caribbean (MAC) - 2013- 2017

Board Secretary of the Museums Association of the Caribbean (MAC) - 2010-2013

Board Member - Gulisi Garifuna Museum Belize

Technical Committee Member - Red Centroamericana de Museos (*REDCAMUS*)

Voting Member of the Commonwealth Association of Museums (CAM)

Voting Member of the Museums Association of the Caribbean

Member of the American Alliance of Museums (AAM)

Member of the African American Association of the Musuems (AAAM)

Member International Council of Museums (ICOM)

#### **OTHER PROFESSIONAL POSITIONS:**

Member of the National Environmental Appraisal Committee

Steering Committee Member Downtown Rejuvenation Historical Project

Technical Member for the development of the National Culture Policy Belize