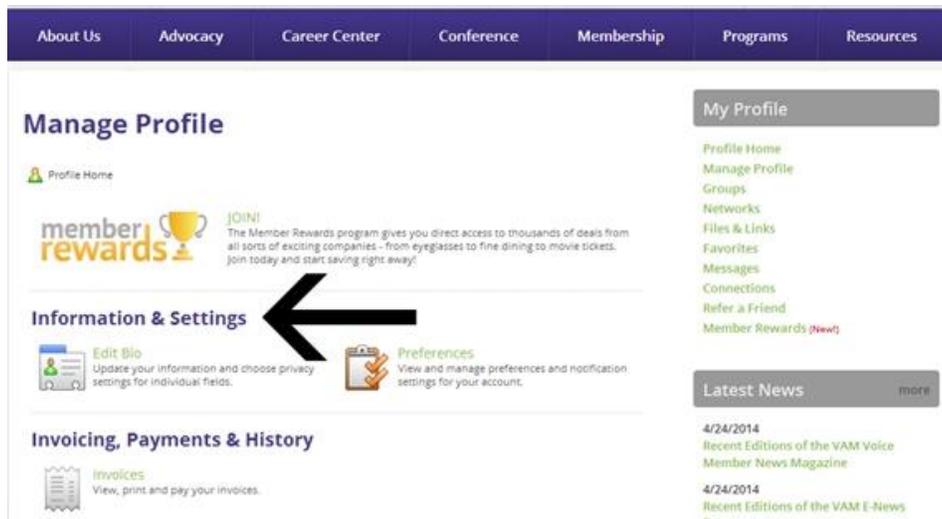


VAM's New Website: What You Need to Know

The Basics

Logging in to the new website: For most of our members, your user name on the new website is your email address; if you represent an institutional member of VAM, or have not provided us an email address, you may want to contact the VAM staff to find out your user name. **If you have BOTH an individual membership and are the primary contact for your institution's membership, you will have TWO distinct log in names.** Please keep track of both, as you cannot access one from the other.

Your password: If you have not logged in yet to the new site, your password is automatically set to V26nia48. (It is case sensitive). We suggest you change that password after you log in for the first time. To do this, follow these two simple steps:



1. Click on Edit Bio

2. Click on “change” next to your password to update

What the website allows you to do: Our new site has many new community-based features for you to explore. Here are some of the things you can do!

- Connect with fellow members
- Join Groups and Blogs
- Interact with colleagues on numerous social media platforms, from Facebook to Flickr
- Create a blog or photo gallery

Renewing Your Membership: You can check on your current membership status once you are logged in by going to “Manage Profile”, then “Membership.” If your membership is set to expire, you will receive automated emails reminding you of an upcoming expiration. To renew, log in; if you are up for renewal, the first thing you see in your profile is “renew now”. You can choose to pay online with a credit card, or select “bill me” to download an invoice to send in with a check. If you need another copy of any paid or open invoices, you will find them under “Manage Profile”, then “Invoices.”

Cool Features

Career Center

FOR INSTITUTIONS

Sponsored by The University of Richmond's School of Continuing and Professional Studies, the new Career Center allows employers greater control over their job postings. Posting a position to the VAM site is a benefit for our museum and business members. In addition to job board posting

access, our museum and business members may also view the resumes of members who have opted to include their resumes in their online profiles.

To work with the Career Center, simply log on to the VAM site with your organization's login, and navigate to the Career Center. From there, you'll see options right above the U of R logo – member museums and businesses should see the following: Search Openings / Resume/CV Search / Submit an Opening / Subscribe.

FOR INDIVIDUALS

You have access to search job openings as well as to post a resume to your online profile (resume posting is not available for our free student members). To search openings, simply visit the Career Center page and hit "search openings" above the U of R logo. To post your resume or link yourself to other members, log on to the VAM site and click on "Manage Profile" on the right of your screen. From there, scroll down until you see a category called "Networking and Careers." Within that category, click Resume/CV and fill in the form to post your resume!

Join a Group

Groups in our new website are online communities within our membership. We have created groups for committees, for certificate students, and for the conference. To review the groups we have already created, visit "Find a Group" under the Membership tab once you have logged in. You may ask to join one of the groups from there. To ask about adding a new group, contact Christina at cnewton@vamuseums.org.

Being a member of a group means having access to messaging among group members, special message boards only for your group, and file library space where you can share resources related to the group.

Build Connections with your Colleagues

Our new online community can function very much like Linked In, and provide you will professional connections among our membership. To connect with other members, visit the Member Directory once you have logged in (under the Membership tab). Use the basic or advanced search functions to locate a colleague, and select their name. You will be able to see their public profile, and from there, ask to connect with them by clicking the "Connect" button under their name.