



# 10 reasons why...

(You want to be in Archives and Records Management today)

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# Agenda

- Ten top reasons to be in the industry today
- The things you need to do

A look in the crystal ball.





# Exciting times

1. The industry is changing fast
  - Our old industry provides stability and consistency amongst the turbulence
2. You know more than IT
  - Yup. They understand as little about your field as you do about theirs.
  - You are probably more interested in IT than they are in ARM



# Exciting times

3. You WILL need to provide input into future IT systems
  - They just don't understand, and don't want to
4. You know more than the business
  - Business doesn't care about archives and records. You do. Start showing off, in a language they understand
5. The future (history, memory) is in your hands
  - Scary, but oh so important. You are the sole advocate for the memory of your organisation.



# Exciting times

6. You can save the organisation money
  - With POPIA, retention and disposition just took center stage
  - Cut out the rubbish
7. You can improve business processes
  - Access to records is key, regardless of what they look like
8. You can assist with compliance and cut down corruption
  - Sometimes you are the only ones who can do this.
  - You hold the key



# Exciting times

9. The auditors will depend on you at some stage
  - Watch this space!
  - When they come calling, be prepared
10. Someone **WILL** lose some information, and you have the chance to shine
  - Litigation, lost information, potential reputation damage are your opportunities



# “New” skills required

- The Archives and Records management professional of the future needs:
  - Change management skills
  - Marketing ability to sell the concepts and requirements to users and management
  - Ability to communicate at all levels
  - Project management planning and implementation skills



# “New” skills required

- The Archives and Records and Management professional of the future needs:
  - A high level of computer literacy
  - Negotiation skills
  - Political skills to sell the many different benefits and compliance requirements to different audiences





# Career opportunities

- It is up to you whether the changing game is a threat or an opportunity.
- The traditional “back-room” staff approach is at risk
- Archives and Records management must be visible, tangible and valuable in the organisation or it will be at threat.
- RIM professionals have to move out of the basement



# Career opportunities

- Digital archives and records WILL become more prevalent whether we like it or not
- New media, new technologies (e-mail, social networking, mobile) WILL continue to come
- They WILL constantly create new challenges
- Paper records and archives WILL be with us for some time still, and still need to be managed
- The transition from paper to digital WILL become more important



# Career opportunities

- Specialisation is still a valid option
- But ignorance of the related fields is not.
- Archives, Records and Information Management *for the brave-hearted* is more exciting now and offers more potential than ever before



# It's all about change

- The profession is changing
- Your organisation is changing
- Technologies are changing
- You need to change

An open offer (a structured change and coaching programme):

[www.changecreator.co.za](http://www.changecreator.co.za)



# Thank you

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