Building your Project Team
How do you know you are ready for a team?
As an Individual

You’ve reached the limits of what you can do on your own

technically

infrastructurally

intellectually

(need[ing collaborators])
Staffing Your Project:
Administration

Project Director:
Intellectual and Strategic Leadership

Associate or Assistant Director:
Development and Outreach
Staffing Your Project: Technical Staff

Lead Programmer:
Technical Vision and Day-to-Day Supervision

Programmers:
Hackers/Coders/Builders

Systems Administrator:
Hardware, Software, and Systems Config;
Security and Access
Staffing Your Project: Visual Outreach

Graphic Designer:
Logos, Brochures, Mailings, Websites

Website Designer:
CMS Installs, Custom Sites, Center Site
Staffing Your Project:  
Project Management

Project Manager: 
The Details Person

Handles all the Logistics/Meeting 
Planning and Tracking of Deliverables
Staffing Your Project:
Financial/Business Staff

Business Manager:
The financial nuts and bolts, personnel, grants admin, etc
Staffing Your Project: Education and Outreach

Educational Specialist: Curriculum Designer

Trainers
Project Team Principles

Types of staffing:

- Dedicated/Permanent (100%)
- Joint or Multi-Part (>100%)

The type of staffing you choose will effect your project’s capacity and its obligations.
Project Team Principles

The more part time staff on the project, the more coordination that is required

The “split” attention problem
The Back Up

No one project staff member can do everything.

Understand each others’ roles and abilities
Content Contributors

Individual Scholars

Museums

Libraries
Expertise Contributors

Non-Digital Researchers

Subject Librarians

Technical Partners
Resource Contributors

IT Support: Hardware, Software, Sys Admin

Host Partners: Physical Space

Network Partners: Access to Audience
For Every Partner You Should:

- identify what they will contribute
- have a clear statement of the value of the project to the partner
- determine their pattern of engagement
Types of Partnership

- one-time partners
- quarterly or monthly partners
- daily/embedded partners

the value and density of contribution = project authority