**Cambridge Science Festival Notes on Committees**

*Committee Development*

When John started working for MIT, he approached potential partners with the idea of a Science Festival for the city of Cambridge—he was surprised to see a lack of such festivals throughout the country, when they remain incredibly popular in Europe.

MIT took on the role as sponsoring legal entity in the first year—instead of referring to partnering institutions as “partners” they were referred to as “founding collaborators” for legal reasons.

He put together a large advisory board of busy people who carried some sort of cache—either financial or scientific. By signing on to the advisory board, these people lent little more than their names to the cause. Each of the founding collaborators designated one staff member to sit on the steering committee.

Members of the Steering Committee include:

* Museum of Science: Director of Educational Programs
* Cambridge Public Library: Director of Programming?
* PA and John
* Cambridge City Council/Vice Mayor
* Harvard University, Director of Community Relations
* WGBH Representative
* City of Cambridge, City Solicitor’s Chief of Staff
* Cambridge Public Schools Administrator
* Cambridge School Committee Representative

Most of the Steering Committee’s work happens outside of their meetings.

*Some ideas for strengthening the Advisory Committee*

Both John and PA agree that their Advisory Committee is not well utilized. Divide committee into two smaller groups:

* Nobel Laureates and Scientists—This group can help make sure that large scientific announcements can take place during the Festival. They can also work to provide further buy-in among the scientific community.
* Fundraising Group—Actively involved and engaged in raising money for the festival

*Student Advisory Board*

Group of high school students charged with publicizing the event among their peers