

MARA Core competencies:

- A. Articulate the ethics, values, and foundational principles of archives and records management professionals and appreciate the important role record keepers play in social memory and organizational accountability
- B. Recognize the social, cultural, and economic dimensions of records, recordkeeping, and records use
- C. Understand the evolution of information recordkeeping systems in response to technological change
- D. Have expertise in the basic concepts and principles used to identify, evaluate, select, organize, maintain, and provide access to records of current and enduring value
- E. Understand the system of standards and structures endorsed and utilized by the recordkeeping professions, particularly in the areas of electronic records and digital assets management
- F. Apply fundamental management theories and principles to the administration of records and recordkeeping organizations
- G. Know the legal requirements and ethical principles involved in records management and the role the recordkeeper plays in institutional compliance and risk management
- H. Be conversant with current information technologies and best practices relating to records preservation and security
- I. Understand research design and research methods and possess the analytical, written, and oral communication skills to synthesize and disseminate research findings