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Steps in Setting Up a Creation and Origins Resource Center

Step 1. Identify the primary target audience

What is the primary audience for the resource center? What other groups can be reached?

- Campus community
- Visiting classes from primary and secondary schools
- Illustrative material for university classes

Step 2. Identify a person to be in charge

The Resource Center must be supervised, directed, or coordinated by a qualified person.

- Find someone excited and interested in doing it
- Make it part of their paid responsibilities
- The person should have a university degree, preferably in science and/or theology

Step 3. Find a prominent location for the Resource Center

The Resource Center should be located in a place accessible for visitors, school groups, and persons with limited mobility. Its size may vary depending on your vision and available resources.

- Example 1: A classroom hallway or entryway, and an office
- Example 2: A large room for a museum, with easy access, and an office
- Example 3: A dedicated building, with restrooms and office

Step 4. Identify specific themes to feature in the displays; consult with someone with academic expertise in these areas (GRI may be able to provide guidance or help identify experts)

Some of the specific themes for the displays should have direct relation to natural features of the local area, region or country.

- Design in the universe, and in Earth
- Design in living organisms, or in fossils
- Design in the living cell
- Structure, laws, and beauty in nature: periodic table, minerals and crystal systems, ratios and geometry
- Catastrophe in fossil mass burials, rapid preservation
- Catastrophe in mass extinctions of fossils
- Catastrophe in asteroid impacts and large lava flows
- Thinking Creation in fossil patterns and trends, ecological sequence, abrupt appearances, stasis
- Thinking Creation in questions on deep time, sedimentary layers, erosion, coal formation
- Thinking Creation in evidence of water action on the continents, marine fossils, paleocurrents
- Thinking Creation in human nature and origins, appreciation of beauty, morality, religious sense
- Biological diversity in the local region and Design
- Conservation of natural areas and resources and the divine mandate to care for the Earth

Step 5. Make a detailed plan of the displays

This step must be done in coordination with professionals and scientific advisors.

- Consult with other institutions that have developed a resource center to get ideas and recommendations
- Consult with an architect if planning a dedicated building
- Consult with a graphic designer to plan the displays
- Consult with a scientist who has knowledge of the material and the topics
- Identify the specimens, artifacts, minerals, fossils, models, etc. to be featured in the displays
- Identify furniture needed to display the chosen material and themes: interactive displays, display cases, tables
- Choose signage and sign holders, label holders and formats
- Consider long-term durability of the materials used, maintenance and how easy it would be to renovate/change the displays (displays like computer screens, TVs, and other electronic devices are prone to failure and costly to repair)

Step 6. Locate sources of materials

After deciding what you want to display, you need to have a plan to secure the materials needed.

- Identify what you have and what you need for specimens, fossils, minerals, models, etc.
- Include material and examples with a local connection, such as fossils, rocks, plants, etc. found locally
- Find out if official permits are need to collect/purchase/transport/import/display specimens. Some countries limit the commerce of animals, plants, fossils, bones, etc., even if found in private lands.

Step 7. Locate needed resources and professional services

Think of the equipment and labor needed to set up the Resource Center

- Architectural and building improvements, if needed
- Sources of furniture
- Graphic designer
- Printing services

Step 8. Develop budgets for startup and for maintenance

Your budget will vary depending on the scale of your operations. Keep in mind that the Resource Center will need frequent repairs because of damage during visits, and normal wear and tear. Also, new equipment might be needed.

- Startup costs (building, arranging, or furnishing the space, securing materials, paying professionals)
- Operating expenses (repair and maintenance, utilities, events, marketing)
- Labor (compensation or expenses for resource center manager)

Step 9. Present the detailed plan to the Geoscience Research Institute

If you decide to establish collaboration with the GRI and some degree of supervision of the scientific material and activities, an agreement must be signed.

- Once a complete plan is accepted, sign Memo of Understanding (MOU) with GRI

Step 10. Secure funding and administrative approval

A Resource Center can only exist where there is full institutional support from the administration.

- Local funding – responsible for maintenance of the Resource Center and operating costs;
- External funding – possible sources include higher administrative units (Union, Division), private donors, and the Faith and Science Council of the General Conference. External funding is granted more easily when the local institution covers part of the expenses, showing investment into a project. Also, operating expenses are generally not funded by external sources.

Step 11. Implement the plan

Ensure that your Resource Center benefits your institution and community.

- Make adjustments according to the materials that are available
- When it is completed, have a grand opening and publicize the event and promote the Resource Center
- Plan regular activities ranging from classroom use to celebrations of Creation Sabbath that utilize the Resource Center
- Submit yearly reports of activities and Resource Center improvements to the GRI Director to maintain affiliation