

## **Brick Church Communications Committee**

### **Mission**

The mission of the Communications Committee is to serve the needs of The Brick Church community, both internally and externally, with thoughtful and positive communications to further the spiritual message of the church and the work of the church staff and various committees. Our goal is to inform, engage and connect current and prospective members of the church and school through our website, live-streaming media, print, email and social media platforms.

### **Duties**

Communications Committee members work directly with the Communications Coordinator and Staff Advisor to help monitor and improve The Brick Church communications through various channels, including: The Brick Church website; email account; social media (Twitter, Facebook, Instagram); publication of *The Record* newsletter; live-streaming of weekly services and special events; and the video recording of education-based events for publication on the website. In addition, the Committee supports special publications and other communications projects as needed.

### **Time and Responsibilities of Committee Members**

Communications Committee Members are expected to attend monthly meetings (in-person attendance is preferred). The Committee meets the third Tuesday of the month from 8:15 a.m. to 9:15 a.m. from September through June during the church year. In addition to the monthly meetings, members are expected to help set the overall mission and direction for communications, review certain church communications, and provide suggestions to help further the church's overall message.

### **2019-2020 Communications Committee Dates**

Committee Meetings are on the third Tuesday of each month from 8:15 a.m. to 9:15 a.m. in the Session Room (unless otherwise noted)

September 17, 2019  
October 15, 2019  
November 19, 2019  
December 17, 2019  
January 21, 2020

February 11, 2020\*  
March 10, 2020\*  
April 21, 2020  
May 19, 2020 \*\*  
June 16, 2020

\*Meeting will be held on the second Tuesday due to conflicts on the third Tuesday that month

\*\*Meeting will be held in the Anderson Library due to a scheduling conflict