

Pelham Friends

Options for Communication: Developing how we hear what's going on

A big part of shared community life is clearly communicating the information necessary for participation. At PFC, we want to do that well. With an eye on clarity and consistency, we are developing rhythms for you to put out and receive all the details you need for participating in the church family. Check out the options below and let the church office know if you have any questions.

Announcement Loop:

- *Description:* A rolling presentation on the screen to be viewable before and after the Sunday morning service. Option for communication includes a one page information slide, image dominant, to be looped.
- *What qualifies:* Normally these are reserved for announcements related to various and specific programs and meetings related to the life of the Pelham Friends Community
- *Deadlines:* These announcements are due into the church office by noon on Thursday

Vocal announcement:

- *Description:* A short vocal announcement during our Sunday morning gathering
- *What qualifies:* Normally these are reserved for announcements that pertain to the entire church community (eg. Our Annual General Meeting)
- *Deadlines:* These announcements are due into the church office by noon on Thursday so that the service planning team has an idea of what is being presented

Friends Weekly - Community News:

- *Description:* To be a part of "Friends Weekly" – a weekly email communication to subscribers that includes a devotional thought, a Sunday morning preview, announcements, and community announcements. The option for communication involves a short note to be included as part of the newsletter.
- *What qualifies:* The "community news" section of the Friends Weekly is available for anything wanting to be communicated to the entire church family. This can be anything from birthday or anniversary announcements right through to church "classified" posts. It is also available for posting information of note regarding the larger neighbourhood we find ourselves in (eg. something of note happening in Fonhill)
- *Deadlines:* These announcements are due in to the church office by noon on Thursday so that they can be compiled in advance of the release of the Friends Weekly

Social Media – Facebook, Instagram, and Twitter:

- *Description:* Short communication (images included and preferred) that communicates both internally and externally to any who follow our social feeds
- *What qualifies:* The PF Social feed will be reserved for church community news meant for the entire church community or that could be appreciated by the town we reside in.
- *Deadlines:* These announcements are due and can be posted on an as needed basis. There is no formal deadline for these posts
- Platform choice and post style will be determined by the team running the PF Social accounts.