

Fellowship Bible Church

Communications Task Force

Purpose:

The Communication Task Force will be responsible to communicate missions information within the church structure.

Vision:

The Communication Task Force will enhance the visibility and voice of missions, helping to bring missions and evangelism to the front burner within FBC.

Initiatives:

- Communicate information between the body, staff, missionaries, and Task Forces.
- Submit a weekly bulletin article
- Update and maintain the worker map.
- Field ALL requests for information displays, handouts, or projects related to missions and communicate those requests to the church staff for approval.
- Help connect current members interested in missions with task force leaders.
- Help connect people who check the missions box at Starting Point with task force leaders.
- Work with the FBC webmaster to maintain accurate missions information on the website.
- Report to the congregation the results of giving for special projects or offerings.

Communications Operational Guidelines

1. Missions information will be disseminated in the following ways (but not limited to):

- Working with the staff and ST Trip Team to schedule report-back opportunities for all ST trips, whether FBC sponsored or not, which might include:
 - Evening group sessions
 - 2 minute video reports
 - Update letters on the missions table
 - Trip displays in foyer
- Keeping the Missions map current with missionaries and locations
- Maintaining a missions table with current information and prayer needs
- Writing a weekly article for the church bulletin
- Produce and update the prayer book about the missionaries
- Produce and update a booklet with missionary info
- Keep and compile missionary newsletters
- Updating website
- Announcing missionaries home on furlough
- Make videos of visiting missionaries to be used on Sunday mornings

2. Internal communication will consist of (but is not limited to):

- Requesting time from the staff for occasional 1-2 minute missions videos on Sunday mornings
- Requesting missionary commissioning times on Sunday mornings
- Working with each Task Force to communicate/publicize trips or opportunities for involvement
- Directing requests for information to appropriate TF leader
- Produce brochure for info racks that identify TF leaders and explain each Task Force

3. The CTF budget will be used for (but is not limited to):

- Printing supplies
- Exhibits
- DVD production
- Mailing supplies