

Communications & IT 2022

ANNA BROSKIE, COORDINATOR

COMMUNICATIONS

Get the Message Out

Creating marketing collateral

2022 examples: Hal's 20th Anniversary trailer, Missions Marketplace, Plymouth Gives Day and Stewardship, Mission Statement banners, eNews, website, social media.



INFORMATION TECHNOLOGY

Keep Our Tech Running

Working with devices and platforms

2022 examples: Zoom account management, OS reinstall on both office iMacs, MS Office subscription reorganization, onboarding/offboarding staff tech.



DATABASE ADMINISTRATION

Optimize F1Go and F1Giving

Creating forms and processes

2022 examples: in-person and online attendance process, contribution statement process, record cleanup, forms for events, giving, and registration.



VIDEO MANAGEMENT

Prep Live Events and Rebroadcasts

Managing live and recorded video

2022 examples: schedule YouTube and Vimeo for Sunday worship as well as funerals, etc., set up shot list for tech, crop and post clips of sermons and music, plus events such as lectures, special forums.

