

INVITATION TO MEMBERS OF THE OXLEY/DARRA CONGREGATIONS TO ENSURE WE HAVE COMPREHENSIVE COMMUNICATION STRATEGIES

Arising from the Visioning Day held on 16 March this year, the Task Group on **Building Community and a Sense of Belonging** wishes to invite people in our Congregations with skills in presenting notices and bulletins in a range of approaches (including through website, hard copy print, and magazine) to join a team to implement the goal in the heading above. Office skills are preferred but people with new ideas in communication are welcome also.

Please submit an expression of interest to the Task Group Convenor, Sharyn Sinnamon by 31 July 2014.

ENCOURAGEMENT IN ENHANCING THE SUBMISSION OF INFORMATION FOR THE WEEKLY NOTICES

The Task Group on **Building Community and a Sense of Belonging** would like to achieve this Aim in the following ways :

- Retaining the current format but enhancing the **quality** of information being presented through the weekly notices;
- Ensuring information is included at least one week before the due date of an event to achieve a preferable inclusion of the notice for two consecutive weeks.
- Encouraging **more people** to contribute information in a timely manner.

Glenys Taylor compiles the weekly notices and we can support her by providing all information in accordance with the above dot points by Thursday afternoon each week Glenys is listed in the Church Directory, and should be contacted via the phone or email details listed there.

Please apply the above dot points also in relation to the **monthly** production of **SHARE** edited by Jody Clarkeson. Jody advises that her compilation dates are generally around the middle of each month, so contributors are asked to submit information to her at around this time. Contact details for Jody are also listed in the Church Directory.