

<b>COMMITTEE NAME:</b>	<b>COMMUNICION</b>
Main contacts:	Website: Scott Lindstrom
	Newsletter: Jen DeFranco
	Computers: Don Prest
	Dick Dunlop
	Worship Technology: Jeff Fredericks
<b>GENERAL COMMITTEE INFORMATION:</b>	The Communication committee is responsible for the various modes of communication and computer maintenance at All Saints
<b>AREAS WHERE WE NEED THE MOST HELP:</b>	<b>Need a Chairperson to head up and form a working group of people</b>
<b>WANT TO START GETTING INVOLVED BUT ARE NOT SURE WHERE TO START?</b>	Consider signing up for: <b>A communication group and establish monthly meetings</b>
<b>WANT TO SIGN UP FOR A JOB THAT YOU CAN DO ON YOUR OWN TIME SCHEDULE?</b>	Consider signing up for: Volunteer to design and create an updated website
<b>WANT TO SIGN UP FOR A JOB THAT IS A ONE-TIME EVENT AND NOT ON-GOING?</b>	Consider signing up for:
<b>TASKS LISTED ON CURRENT T&amp;T FORM</b>	<b>DESCRIPTION OF TASK FREQUENCY/TIME COMMITMENT/SKILL REQUIRED</b>
Newsletter writer	Assist with finding, or writing, short articles to be used monthly on topics such as health, wellness, parenting, senior topics, safety, seasonal topics, etc. When the need for articles to fill space in the newsletter arise, your writing could be highlighted in the newsletter
Website Design	People with significant website design and implementation experience who would like to work on a complete redesign and replacement of the current website. Software used to design the website must be carefully chosen as it relates to ongoing future maintenance by others. Time Commitment: 20 - 100+ hours

Website Maintenance	People interested and with some experience in website maintenance; would be responsible for keeping the ASLC website updated with current information including but not limited to the monthly newsletter and weekly announcements; also be proactive in updating the current design of the site and of requesting (as needed) more current information from committees. Time commitment: 1-2 hours per week
Computer Hardware Specialist	Computer oriented people who have technical knowledge in the setup and maintenance of PC equipment and operating systems. This includes printers, servers, virus protection/internet security, PC programs/applications. Respond to requests for information and assistance. Time commitment: TBD (historically 1-2 hours per month)
Computer Network Specialist	Technology-savvy people with experience with PC networks. Responsible for local (PC-to-PC) and broadband connectivity. Assess networking needs. Perform network configuration. Respond to network performance concerns. Time commitment: TBD
Worship technology	Assist with setup of computer equipment for use during worship services