

COMMUNICATIONS DEACON

MISSION/PURPOSE

To encourage effective communication between Deacons and their sub-flocks, promoting connections and events associated with the Church.

FUNCTION

The Communications Deacon facilitates communications between Deacons and their sub-flocks with respect to church events and activities.

PROCEDURES

1. The Communications Deacon offers suggested emails to deacons so they can forward the same email to their sub-flocks with their additional comments and encouragement. Usually, the Church's E-Bulletin adequately serves this purpose; however, sometimes, it would be appropriate for the Deacons to add their encouragement to specific events.
2. Distribute notices, solicitations, and announcements to the Deacon group.
3. Offers suggestions and encouragement to deacons to communicate with their sub-flocks at least once a month via phone calls, emails, texts, and personal contacts.
    a. Personal encouragement and support for events in the church.
    b. Recommendations and encouragement for particular connections (i.e.; places of service).
    c. Acknowledgement that the Deacon is available to them.
    d. Solicitation for improvement in services for the church, pastor, and Deacon – "How can we help."
4. Maintain the "Comm Sheet" (Deacon addresses and phone numbers).

Updated: June 15, 2026