



# Communications Committee

## Terms of Reference

### Goal

To generate interest in the sport of pickleball in the Fredericton community and to keep members informed about club activities. Also, to provide consistent and high-quality communication to club members and the public.

### Responsibilities

1. Review all general communications.
2. Communicate training opportunities to members and potential members.
3. Answer questions about operations or general information related to pickleball.
4. Promote the accomplishments of the club and members (tournament results, participation in training sessions, capital project achievements and fundraising results).
5. Ensure information documents and links on the website and Facebook page are current and relevant.
6. Take and post club related pictures and photos.
7. Update the monthly play calendar to the FPC website and Facebook page.
8. Update members on club activities and decisions through emails.
9. Publish a newsletter.
10. Conduct member surveys as required.

The primary method of communication is the FPC Website, the FPC Facebook page and the club email list. Occasionally posters or flyers will be used for promotion.

### Meeting Frequency

As required

### Reports To

Secretary

### Approval Date

November 26, 2022