

## **Communications**

Updated December 2020

## **Policy**

<u>Purpose:</u> To provide guidance for the Association for publicity matters.

- 1. The Communications Coordinator will maintain ATAT's presence on social media.
- 2. The Communications Coordinator will provide an ATAT magazine quarterly each year.
- 3. The ATAT staff will maintain a website for members.
- 4. The Communications Coordinator will serve as the liaison to a designated third party public relations firm to promote agricultural education in cooperation with Texas FFA and the Texas FFA Foundation.
- 5. The Communications Coordinator will serve as a source for members needing local media assistance.
- 6. The Communications Coordinator will maintain up-to-date promotional materials for the ATAT.
- 7. The Association will highlight a teacher from each area on a regular basis through ATAT media channels

## **Operational Protocols**

- 1. The Association will maintain a link to NAAE website on ATAT website.
- 2. The Association will encourage ATAT members to apply for the Honorary American FFA Degree.
- 3. The Communications Coordinator is to encourage teachers to submit high quality photos and content of their agriculture education programs.
- 4. The Communications Coordinator will make press releases available on the website to ATAT award winners.
- 5. On request, the ATAT staff may send a letter to the requested administrators commending the ATAT member for their service to the Association. For example: Presenting a workshop at the annual conference, serving as a board member, receiving awards, results of contests, etc.
- 6. The communications coordinator will maintain up-to-date press release templates regarding events at the state level. Templates will be housed on the Texas FFA Association and ATAT websites.
- 7. Review Power Group Report provided for the current year.