

Terms of Reference

Mission

The Advisory Committee will meet monthly, or as needed, to discuss the content and direction of the North Central Community Connection with the goal of improving the content, presentation, and relevance of the publication.

Committee Composition

The committee is led by the editor of the Community Connection and composed of volunteer community members with technical expertise and/or interest in the production of community media.

Members Roles

Community Connection Editor will:

- Make arrangements for the time and location and act as chairperson of the meetings
- Provide the committee with pertinent information and request feedback and technical support as required
- Consider the input of committee members and strive for consensus
- Make the final decision about publication and policy issues

Committee Members will:

- Advise the Editor on the content, presentation and distribution of newspaper materials
- Make recommendations and evaluate progress regarding communications goals and objectives
- Propose strategies to ensure that the Community Connection is a representative, accessible and relevant publication
- Support the work of the Editor to meet the Communications Objectives as stated in the Marketing and Communications Plan (October 2008)

Outcomes

Community satisfaction with the Community Connection will increase, the publication will promote a strong sense of community in North Central Regina and the organization and efficiency with which the paper is produced will improve - thereby meeting the goals laid out in the 2008 North Central Community Connection Marketing and Communications Plan.

Term

Committee composition and the Terms of Reference will be reviewed semi-annually, in conjunction with the contract term for the Marketing and Communication Coordinator of the North Central Community Association.