



Communications Committee Charter 2024-2025

Bylaws:

Responsible for all matters that relate to promotional communications with stakeholders, including print advertisements, feature articles, brochure content, and AIL website content. The committee may provide writing and publicity services to other committees as mutually agreed upon, initiate the development of brochures for community promotion, and collaborate with the curriculum and membership committees to promote special events.

Responsibilities:

- Coordinate with the Curriculum Committee and Program Office to promote AIL academic terms and special programming.
- Coordinate with the Membership Committee and Program Office to promote membership recruitment and renewal and highlight membership benefits.
- Collaborate with the AIL Program Office to promote courses and events, and generate special messaging as needed.
- Collaborate with the Program Office to plan AIL website content and enhancements.
- Schedule volunteer writers to produce final copy for news releases, feature articles, and brochure content, as needed.