

Policy for Communications Containing Names/Pictures/Videos

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Mountain Shadows Presbyterian Church (MSPC)

In order that MSPC is best able to demonstrate to ourselves and to others that we are an active congregation focused on doing the good work that God expects of us, purposeful effort is made to communicate awareness about church activity. In addition, growing our congregation using descriptive outreach materials will help us to do even more to care for our congregation and community. Regardless, we are mindful that some people are uncomfortable in having their name or picture included publicly. Consequently, the following policy has been developed to address how we will construct and disseminate our public communications.

- Use of Names/Pictures --
 - Full Naming of an Individual and/or Inclusion of an Individual's Picture/Video --
 - Current Leadership/Staff --
 - Public communications that identify current leaders (e.g., Deacons, Elders, and Ministry Team Moderators) and staff may occur **without** documentation on the MSPC Naming-Photo Use Agreement.
 - Naming should follow the format of first name, last name, and leadership or staff position (e.g., Jane Doe, Moderator of "X" Team).
 - Current Agreeing Individuals --
 - Public communications that identify current individuals that have agreed to full naming and/or inclusion of their picture/video may occur **with** documentation on the MSPC Naming-Photo Use Agreement.
 - Naming should follow the format of first name and last name (e.g., Jane Doe).
 - All individuals --
 - Sub-linked communications that identify individuals may occur **without** documentation on the MSPC Naming-Photo Use Agreement.
 - Naming should follow the format of first name and last name (e.g., Jane Doe).
 - NOTE:
 - Sub-linked communications include but are not limited to the following --
 - Emails (e.g., to individuals, groups, or congregation-wide).
 - Oracle Newsletter --
 - Hardcopy,
 - PDF formatted communication accessible through a sub-link to a page or post on the MSPC website.
 - Church Directory --
 - Hardcopy,
 - PDF formatted communication on the MSPC website accessible only through a secure log-in.
 - General Naming of an Individual and/or Inclusion of an Individual's Picture/Video --
 - Individuals not Associated with the Full Naming/Picture/Video Criteria --
 - Public communications that identify individuals may occur **without** documentation on the MSPC Naming-Photo Use Agreement.
 - Naming should follow the format of first name and first initial of last name (e.g., Jane D.).