



Baptist Football Queensland 2012 Communications Procedures

How do we communicate with our clubs?

As a rule Baptist Football Queensland does not mail hard copy documents to clubs as it has been found to be quite unreliable and expensive. Essentially Baptist Football Queensland prefers to utilise email as its main communications tool. We have found it to be the most economical way of keeping in touch and also communicating important information quickly and efficiently. It is therefore imperative that all clubs supply on their team registration form two contacts that have valid email addresses and mobile phone numbers.

Usually, BFQ communicates via eMail but for urgent matters, BFQ may communicate via mobile phone/SMS. For this purpose we use the 2 mobile phone numbers that are listed against the two team contacts.

Process

In order to streamline mass emails from the Executive, Baptist Football Queensland sends all email for clubs to each team via their two contacts. These contacts can be maintained by each team manager on the online portal.

Each team is responsible for disseminating info to players / supporters.

Occasionally, BFQ will post items to the news section of the website but this is only a secondary method of communication and should not be relied upon.

Telephoning Executive Members

Please respect the privacy of executive members by restricting phone calls to a reasonable hour. Phone calls after 9.00pm are not considered to be a respectable hour. Please also be courteous to family members. They are unable to help you so please leave a message and the executive member will return your call at their earliest convenience.