

**Alberta Conservation Association
2020/21 Project Summary Report**

Project Name: Internal Communications Needs

Information, Education, and Communications Program Manager: Don Myhre

Project Leader: Don Myhre

Primary ACA staff on project: Charmaine Brunes, Colin Eyo, Tara Holmwood, Don Myhre, and Rhianna Wrubleski

Partnerships: N/A

Key Findings

- Coordinated and facilitated support for program and project operations as required.

Abstract

Our Information, Education, and Communications Program provides creative and technical services to the President & CEO, Human Resources, and Business Development teams, and the Wildlife, Fisheries, and Land Management resource programs. Working with program managers, regional managers, and project leads, Communications ensures ACA programs and projects receive the media and materials needed for their success.

Introduction

Our Information, Education, and Communications Program provides creative and technical services to the President & CEO, Human Resources, and Business Development teams, and the Wildlife, Fisheries, and Land Management resource programs. Working with program managers, regional managers, and project leads, Communications ensures Alberta Conservation Association (ACA) programs and projects receive the media and materials needed for their success.

Methods

We work closely with program managers and regional managers to identify and pre-approve project communications needs, as well as to ensure all programs and projects are represented appropriately. Some of this work includes providing technical support for preparing reports and other print media, developing key communications materials to ensure appropriate branding and messaging, developing and producing signage, and coordinating ACA fleet vehicle decaling.

Results

Our Information, Education, and Communications team provided all planned and approved communications needs and also addressed any unforeseen needs.

Conclusions

Developing effective internal communications is an essential component of our overall operations as well as our programs and projects.

Communications

- Print media
- Web
- Social media