



Introducing...



CAMELOT'S MARKETING & COMMUNICATIONS PORTAL "LET'S SHARE YOUR GOOD WORK"

MARCOMM PORTAL OVERVIEW

Camelot's Marketing & Communications team is proud to announce the all-new **"Let's Share Your Good Work" MarComm Portal!** This portal seeks to improve our overall marketing and communications intake, rollouts, and results by way of a simple online submission/request tool and process.

LET'S SHARE YOUR GOOD WORK!

We want our communities to know all the good work that you and your team are providing and doing, but we need your help. If you can compile your needs or recent community activities then visit the MarComm portal to share the details, the MarComm team will take it from there! Helpful hint: Including the who, what, when, where, why of your project and activities, along with any pictures or videos, will prove most helpful.

Examples of project/activities may include:

- Promoting existing or upcoming programs
- Job openings to join Team Camelot
- Camelot events (promotions and recaps)
- Highlighting a team member's good work
- Attending activities in your community

TIMING

It's important to give our team ample lead time to create and share your project, as well as other projects already in the queue, in a professional and timely manner.

Small Projects

- Examples: Website Updates, Social Media Posts, Job Postings, Recruitment Classes Announcements
- Turnaround time: 5-7 days

Medium Projects

- Examples: Event Announcements, Event Invitations, Postcards, Flyers, Press Releases, Ads, Social Media Campaigns, Email Templates, Website Landing Pages
- Turnaround time: 2-4 weeks

Large Projects

- Examples: Brochures, Newsletters, Videos
- Turnaround time: 6-8 weeks

PROCESS

Access the **MarComm Portal** for all your marketing and communications shares/requests. The form on the portal should be completed as fully as possible. This helps the MarComm team determine the level of support/resources and type of marketing needed - as well as the priority for your project compared to others currently underway. Once you have completed your request, you will receive a confirmation notice. We will follow up within 1-3 business days to let you know if we have additional questions or needs.



ACCESS THE PORTAL

www.camelotcommunitycare.org/mcportal

