

CALVARY'S MEDIA & TECHNOLOGY MINISTRY (MTM)

Submitted By Sister Dorothy Mason



The Media & Technology Ministry is a service ministry comprised of a team of volunteers. MTM utilizes technology to effectively spread and deliver the Word of God through appropriate communication channels and platforms. In addition to providing support during the Sunday services, MTM also provides technology-based communication services for the church to expand Calvary's witness. The platforms MTM uses to share the Word include audio and video recording during worship, web-based formats (live streaming, web site, twitter, Facebook), text alerts, emails, broadcast media (local Cablevision Channel 21), DVDs, CDs, and print (Calvary Connection). Finally, MTM manages Calvary's PCs and network infrastructure as well.

Hosting a Calvary ministry event? Will you need MTM support?

If you need us, we are there for you, but we need a minimum of two (2) weeks advance notice in order to review requests and to obtain staffing for events.

How do you get started?

Complete the Calvary Program Planning form available in the church office. This form covers MTM, Food Service and Facilities needs (make a copy of the completed form for yourself). Completed forms are turned into the Church office.

Once completed, it is very important to contact the Media Ministry (cbcmediainfo@gmail.com) to ensure we have seen your request, understand your MTM needs and confirmed support. Until MTM confirms your request, support cannot be guaranteed.

What media and technology support is available for your Calvary Ministry event?

Events which take place in the sanctuary can have full

audio, video, projection and recording support, if needed. Depending upon your event's location, there are differing combinations of media coverage we can provide for events which take place in other parts of the church.

Does MTM create special CD, video or presentation to play during your ministry's event?

While MTM does not have the staffing to create any audio, video or Powerpoint presentations you might need for your event, MTM will play audio and project video and any Powerpoint your ministry provides on CD, DVD or USB drive.

Is MTM able to support personal events?

MTM does not provide staffing or assistance on personal events and does not loan MTM equipment for such use. The church office will notify MTM of personal events that have been registered with the church office and take place on the premises which require MTM support.

What happens once my ministry event is approved to proceed?

MTM will contact you to discuss your needs in detail and will confirm the media support that will be provided. Early submission of your planning form request helps to ensure a successful event where Media services are needed.

Any questions? Please contact one of the MTM Ministry Leaders:

Ministry Leader	Alphonso Croom
Video	Nick Nixon
Audio & Sound	Courtney Parchment
Presentation	Cindy Flowers
Media Distribution	Paula Rainford
Communications	Dorothy Mason