# Exciting News!

# We Can Support Your Communication Needs

Heartland AEA is now offering communications services to districts/schools!

### What can we do for you?

#### Copywriting/Proofreading

- Review, edit and format messages, handouts, slide decks, etc.
- Review and edit articles, blog posts, weekly updates, etc.

#### **Media Relations**

- Write and edit press releases using content provided by the district
- Distribute press releases to media contacts provided by district (optional)

#### **Newsletters**

- Create a district branded digital newsletter
- Proofread and edit content provided by the district, add content to newsletter platform and find/place graphics and photos provided by the district
- Limited to **one** newsletter per month
- Districts provide content at least one week before the newsletter is sent

#### **Social Media**

- Write posts and create simple graphics using content provided by the district
- Consult on best practices and effective social media strategies
- Granting access to social media logins is optional



Affordable Pricing This service is being offered as a <u>pilot</u> to districts/non-public schools for \$1,200 a month for a 3- or 6-month contract.



#### Weekly Check-ins

Districts can meet virtually with our Communications staff each week to discuss communication goals for the following week. (optional)



#### Website Maintenance

- Perform web audit to check for accessibility issues, broken links and outdated content
- Create Google Sites and provide support (online toolkits, event use, etc.).
- Provide website management at request. District will discuss maintenance and content generation needs.\*

\*Access to website admin account required. Will evaluate district's web content management system.

## **Contact Us Today!**

**Kevin Fangman** | *Chief Human Resources Officer* kfangman@heartlandaea.org | (515) 473-6668



#### **Creative Collaboration**

Materials such as brochures, flyers and infographics will be designed by our Creative Services Dept. for an additional fee.

