

## **Communications & Promotions**

The Office of Communications and Promotions is GCC's source for assessing, developing, and implementing institutional communication efforts. Among the office's functions are, preparing media releases, marketing, updating content on GCC's website and social networks, creating print/electronic promotional publications, arranging press conferences, and ensuring a consistent visual representation of the college on all communication materials produced.

[Standard Operating Procedure](#) [1]

[Social Media Policy](#) [2]

[Policy 145 – Visual Identity](#) [3]

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