

Communications protocols – For IAB members

Introduction

Given all members of the advisory board are senior, and so super busy individuals, agreement needs to be reached on how the administrators of TheSelector (Fortuna) and members of the IAB communicate with each other so that all communication is made sparingly but to great effect. With this in mind, we would like to propose a number of approaches.

Insofar as communication with Club Members is concerned please read #GANTT 07.09: Communications protocol for the Club members.

Methods of Communication between the IAB and the Secretariate.

Fortuna recommends three primary ways of communicating messages to the IAB and vice versa:

1. By email (using individual and group email addresses).
The aim of email is to allow messages to be deposited in Member's inboxes and which can be retrieved in due course – where matters are less urgent.
2. By What's app using individual and group WhatsApp messaging.
The aim here would be use WhatsApp sparingly so that when messages are sent to IAB Members, then members are aware that the matter is of some important or of some urgency, or both. Telegram could be an alternative to WhatsApp.
3. Through the Fortuna website by using links sent to them by the Secretariate using email and WhatsApp. These communications will direct IAB members to private pages where they can view documents, articles, and other lengthy information.
In this case the use of the website member 'document library' simply aims to act as a depository for important documents. Whether documents lodged on the website are important or not, or need to be read sooner rather than later, will, accordingly, be conveyed to Members by WhatsApp or Email.
4. It should be noted that TheSelector will also be using Microsoft Forms to communicate with both members of the IAB and TheSelector Club. Form enable us to conduct surveys & research relevant to the Club membership and the IAB and so essential for putting the power into the hands of fund and manager selectors rather than a remote editor, as in the case with the traditional 'magazine' model.
In this case, MS Forms communications will arrive as emails or should be regarded as an alternative to such. Should IAB engagement with a survey be important, then the IAB will be communicated to via WhatsApp in order to outline the importance or not, of a particular Forms communication. Forms can provide a quick method of answering emails, given the ability to use tick boxes and other shortcuts for communications purposes.
5. In addition, Fortuna uses Microsoft Teams for individual and joint remote meetings.
(Zoom could be an alternative).

Frequency of communication

It's difficult to say precisely how often the Secretariate will communicate with the IAB or the Club's members (who include the IAB). However, insofar as the IAB is concerned general communication, of whatever kind, will be kept to a minimum, while communication with individuals will occur as and when it is warranted.

The Secretariat is also planning to send out communications to IAB (and Club members) on certain days of the week so members get a sense of when their next, say, survey is to be delivered.

Data security

As noted multiple times to both Club Members and IAB constituents, the Secretariate will only communicate with those that have given express permission to receive relevant information.

All contact information will be subject to data protection protocols.

Commitment and engagement

It's worth noting that the success of TheSelector project is very much dependent on the communications protocols being used and not abused and by maintaining the commitment of all those involved by reducing the burden of responsibility on individual IAB members. Nevertheless, without commitment and engagement of the IAB TheSelector project will fail.