



	<i>PASTORS</i>	<i>COMMUNICATIONS TEAM</i>	<i>LOCATION ADMIN</i>
1 MONTH August	Have sermon plans ready	Gathering Plans and graphics	
3 WEEKS	Let leaders at your location know of the upcoming series	Laying out carousels and posts for series.	
2 WEEKS	Start dropping information about the sermon series.	Reach out to locations for series graphics and slides to be downloaded	Download all graphics
1 WEEK	Be handing out card invites or sharing to others	Download social media plan	Download bumper reel
3 DAYS	Share invite onto social media	Make sure locations have accurate service times and information for series	
2 DAYS	Share invites to community	Make personal invites on social media	Be posting onto location Instagram about coming to church
1 DAY	Be praying over the series	Be praying over the series	Be praying over the series