



	Pastors	Communications Team	Location Admin
3 Months	Life Together Brainstorm	Mood bard and critiques	
2 Months	All overviews are due	Publish series on all platforms	
1 month	Inform all teams at your location about the new series- Give idea for worship to go along with series and maybe arrange announcements around series theme	All resources loaded into the app and website- create an event on Facebook for people to see the dates	Review series on <a href="#">New Life Admin</a>
2 weeks	Invite people to join on August 6 <sup>th</sup>	Bumper video out to locations	Make sure all resources are ready for series
1 week	Hand out invites at your location and send the congregation out with some to give to the community	Send out social media plan	Send out bumper video to tech team
3 days	Share personal invitations on social media	Have posts lined up for the Monday carousel post	Send out email invite to congregation
2 Days	Introduce the series on social media	Make it the Facebook header	Update weekly bulletin for your location
1 day	Pray for the listeners and the impact of the new series on the locations		