

The 5 Most Important Ways You Can Spread The Word!

1. **Invite your family and friends to attend church** on Sunday morning. Remember, sharing something that has been important to you with those you love and like (inviting) is not the same as telling them you have all the truth (proselytizing).
2. **Join us on Facebook** (<http://facebook.com/uucworcester>) - don't forget to like the page or give it a review - **and Twitter** (<http://twitter.com/uucw>) and repost/retweet the programs and events.
3. **Purchase a UUCW Tee-shirt** (speak to our RE Director Robin Mitzcavitch - uucwre@gmail.com to purchase yours), and wear it proudly to community events and UUCW activities!
4. If you have your own blog or website, **write about your involvement in this congregation** and invite people to visit www.uucworcester.org.
5. **Put a UUCW bumper-sticker on your car** (speak to Denise Darrigrand - denise.darrigrand@gmail.com) or visit the Inspirit Bookstore sponsored by the UUA to find other ways to promote this faith!

Who To Contact for Different Types of Announcements

- ✈ Message, Nugget, Order of Service: Jennifer Landry, Office Admin.
office@uucworcester.org
- ✈ Hosting Fellowship Hour: Hospitality Team
host@uucworcester.org
- ✈ Weekend Reminder, Sunday morning Announcement slideshow, Social Media, Press Release, etc: announcements@uucworcester.org
- ✈ Sharing with other Area UU churches: Rev. Aaron Payson
minister@uucworcester.org

Announcement Deadlines

- ✈ Message: Monday, 9 am
- ✈ Nugget: Tuesday, 9 am
- ✈ Order of Service: Wednesday, 9 am
- ✈ Weekend Reminder: Thursday, 9 am
- ✈ Sunday morning Announcement Slideshow: Thursday, 9 am

Top 10 Ways to Make an Announcement at UUCW



*"Believing in a community
that unites all people"*

Rev. Aaron R. Payson
Minister

minister@uucworcester.org

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**Here are the most effective
TOP 10 WAYS YOU CAN MAKE AN
ANNOUNCEMENT AT CHURCH!**

1. Send your written announcement and any picture media to our Office Administrator, Jennifer Landry (office@uucworchester.org) by 9 am Monday morning to be **included in the weekly Message** which is published every Tuesday. These announcements are also posted to the church website (www.uucworchester.org). If you would like a short mention on the sign in front of the church contact the Office Administrator by Monday at 9 am.
2. If you have last minute announcements that miss the message, send them to the Office Administrator by Tuesday, 9am to be added to the **weekly Nugget** which is published every Wednesday. (This is not the preferred method and should be used only for last minute messages occasionally)
3. If you would like a **short (one or two sentences) note about your announcement to be included with the Order of Service**, please send it to the Office Administrator by Wednesday at 9 am. The Order of Service is published on Thursdays.
4. If you have an announcement that did not make it into the weekly Message or Nugget and you wish to have it **included in the Weekend Reminder**, which is published every Friday, please send it to (announcements@uucworchester.org) by 9 am Thursday.
5. If you would like your announcement to be **included in the announcement slides at the beginning of service** send them to our Minister (announcements@uucworchester.org) by 9 am Thursday morning. The slides are published on Fridays each week. We now have the technology to view this weekly set of slides on the television sets in the Lounge (prior to services) and the Fellowship Hall (during Fellowship Hour).
6. **Sign up as a Worship Associate on Sunday(s)** and include a short pitch about your event or program as a part of the service. We invite people to sign up each Sunday to: 1) Light the Chalice; 2) Read the welcome; 3) Read the opening words; and 4) introduce the weekly offering. Sign up to participate in an upcoming service: (<https://signup.com/client/invitation2/secure/1180586/false#/invitation>)
7. Sign up with those planning your program or event to **host Fellowship Hour** following service and include information about your event with the goodies and coffee! Sign up to host Fellowship Hour at (HoST@uucworchester.org).
8. **Set up a table during Fellowship Hour** to meet and greet UUCW members and friends.
9. If your event is a UUCW sponsored event and you would like to have it **published through other online means (socialweb.net, twitter, facebook, nextdoor, meetup, UUCW press release, poster, etc.)** please email (announcements@uucworchester.org)
10. If your event is particularly relevant to Unitarian Universalist communities, and you want to **share the event with other UU Churches** in the area, contact the Minister (minister@uucworchester.org) who can send information through UU ministerial networks. If your event/program is relevant to other area non-UU faith communities the Minister can also send info through other local clergy networks.

