

### SUMMARY

**Event Name:** Easter Outreach

**When:** March 24, 2018 10AM-2PM

**Where:** Your Church | 123 Address Drive | City, State Zip (rear parking lot)

**Partner(s):** Local Food Bank, City Police Department, Fire Department, Home Depot

**Primary Outreach Contacts:**

John Doe | [jdoe@yourchurch.com](mailto:jdoe@yourchurch.com) | (111) 111-1111

John Doe can be contacted directly for questions, information, and logistics as needed. (office located inside the main building. Please see front desk if meeting onsite).

**Event Overview:** This Easter, [INSERT church name] is partnering with multiple organizations to make a difference in the lives of families in our community. We believe highly in the value of partnership (see list above) and work together to provide a meaningful experience for every family that attends.

**Statistics: (i.e. demographics, church impact, etc.):**

**Sources:**

### Team Responsibilities

**Pastoral Team** (i.e. prayer tent, etc.)

**Worship Team** (music, stage, lighting, etc..)

**Kids Team** ( i.e. games, skit, etc.)

**Communications Team** (i..e. flyers, recap video,, etc.)

**Guest Experience Team** (i.e. event setup, registration,, etc.)

**Senior Leader** (i.e. mingle, opening prayer, etc.)

