

# Blinded by the Light



**CALVARY**

UNITED METHODIST CHURCH

**SUNDAY, MARCH 19, 2023**

# WELCOME TO CALVARY

YOU ARE GOD'S  
BELOVED,  
AND YOU ARE  
WELCOME HERE.



## **Our Welcome Statement**

Calvary United Methodist Church believes that all means all. We open our hearts, our minds and our doors to all our neighbors. We gladly invite into our shared life all persons who seek a community of support where they can grow in God's grace. Regardless of your race, ethnicity, gender identity, sexual orientation, age, ability, relationship status, or background – ***you are God's beloved, and you are welcome here.***

## **Welcome to Calvary!**

If you are a first time guest, thank you for visiting Calvary! We would invite you to check out our Welcome Tables for more information about who we are. We would also ask you to fill out a "GET CONNECTED" card in the back of the pews so we can get to know you. If you are in need of a large print bible or hymnal, please see any greeter for help.

## **Families with Babies or Young Children**

Families with babies or young children? We have a family area in the sanctuary with rocking chairs and toys so your family can participate in the service.

## **How Do I Get Involved?**

There are many ways you can become involved at Calvary United Methodist Church. If you have been promising yourself to join a small group experience for not just a continuing learning opportunity but also to meet new friends, please fill out a "Get Involved" card in the back of the pews. You can also email [CalvaryPgh@gmail.com](mailto:CalvaryPgh@gmail.com) or visit our website at [CalvaryPgh.com](http://CalvaryPgh.com) for information about the many ministries available. If you are ready to serve or just want to connect and grow, there are plenty of opportunities for you to use your gifts and talents.

# PRAYER CONCERNS



DO NOT BE ANXIOUS ABOUT ANYTHING,  
BUT IN EVERYTHING, BY PRAYER  
AND PETITION, WITH THANKSGIVING,  
PRESENT YOUR REQUESTS TO GOD.

PHILIPPIANS 4:6

## Immediate Needs

Tom Smart (friend of Anne Christianson)  
Rev. Tom Funk  
Mary Callison  
Chris Griffin  
Jenalee Morris  
Father of Liz Martinez  
Tricia Magee (friend of Larry & Pam Hopkins)  
Roy Ziegler (friend of Venus)  
Lori McDonough (relative of Venus)  
Friend of Mark Snyder  
Sheila Shimko (mother of Sheila Hill)  
Chuck (Eliyana Bogdewic's great uncle)

## Ongoing Prayer Concerns

Martha Helmreich  
Christine Thomas  
Paul Brucker  
Joan Sturtz  
Randy & Danny  
Dan Souza  
Tom Smith

## How Can We Pray For You?

If you have a prayer request or a joy that you would like to be lifted up, you can either fill out the "PRAYER REQUEST" card in the back of the pews and place it in the offering plate or contact the church office directly at 412-231-2007.

You can also complete the new "Prayer Request Form" on the Calvary website at [calvarypgh.com/contact/prayer-request.php](http://calvarypgh.com/contact/prayer-request.php). The information on this form goes directly to the clergy of Calvary UMC. We treat these concerns in a private and confidential manner (unless otherwise directed), respecting the privacy of individuals as the requestor directs us.

PLEASE NOTE — Prayer concerns will be published for 4 weeks unless otherwise instructed.

# LENT 2023

## WORSHIP SCHEDULE



### **Palm/Passion Sunday Worship Service**

**Date & Time:** Sunday, April 2 at 11:00am

**Location:** Calvary UMC Sanctuary

**Description:** We will start with palms, celebrating Jesus' triumphal entry into Jerusalem, remembering the joy and expectation that swept the city. We then walk through the events of Holy Week together on the way to Easter. This year we will end with a dramatic reading of the Passion of our Lord Jesus Christ, taken word for word from the Gospel of Luke.

### **Maundy Thursday Worship Service**

**Date & Time:** Thursday, April 6 at 7:00pm

**Location:** Calvary UMC Sanctuary

**Description:** Come and remember together the last supper gathering of Jesus and his disciples, when he gave them the command, "Love one another as I have loved you." This reflective service, including Holy Communion, is co-hosted by Salem United Methodist Church.

### **Good Friday Worship Service**

**Date & Time:** Friday, April 7 at 7:00pm

**Location:** Salem United Methodist Church (350 Manor Road, Wexford, PA 15090)

**Description:** Worship with the congregation at Salem United Methodist Church. Join us as Calvary and Salem United Methodist Churches gather to remember Christ's crucifixion - the ultimate expression of God's love and forgiveness as he extends new life and a new living relationship with him to every person.

### **Easter Sunrise Worship Service**

**Date & Time:** Sunday, April 9 at 7:00am

**Location:** West End Overlook (Marlow St, Pittsburgh, PA 15205)

**Description:** A community tradition, we greet the dawn and celebrate Easter over one of the most spectacular views of the city of Pittsburgh! Emanuel United Methodist Church led this Easter celebration for decades. Since our congregations united in 2017, our members are happy and thankful to continue this meaningful, inspirational tradition.

### **Easter Celebration Worship Service**

**Date & Time:** Sunday, April 9 at 11:00am

**Location:** Calvary UMC Sanctuary

**Description:** Join us in our triumphal celebration of Christ's resurrection! Special music leads a traditional Easter service, featuring Calvary's Festival Choir, South Hills Brass, and other musical guests. Parking attendants will be available. After a Holy Lent, we announce "Christ is risen! The Lord is risen indeed!" and joyfully sing "Christ the Lord is Risen Today!"

# ANNOUNCEMENTS

## Tuesday Night Bible Study Cancelled

The Tuesday Night Bible Study has been cancelled. Please call the church office with questions.

## Easter Flower Dedications — DEADLINE IS TODAY



Easter flowers are now on sale to dedicate and decorate the alter beginning Palm Sunday. Please see the back cover of today's bulletin for the order form and additional details. The cost is \$10 each and the deadline to order flowers is now a week earlier—**TODAY, SUNDAY, MARCH 19th**. We apologize for any inconvenience this may have caused, the greenhouse has updated their deadlines for Easter.

## Northside Common Ministries Continues To Need Toothpaste — A Message from the Missions Committee

TOOTHPASTE is needed again by the Northside Common Ministries Food Pantry. We will continue to collect toothpaste for the foreseeable future as that is what the food pantry needs. The pantry weekly serves 70-120 of our neighbors residing in the Northside meeting their basic needs with the generosity of loving hearts, like those at Calvary!



## Calvary United Methodist Women in Faith — Annual Plant Sale



Our Annual Plant Sale is in full bloom now through April 17th. The plants will arrive in time for Mother's Day—in time to order for mom and for your garden! The plants can be picked up on either Thursday, May 11 or Friday, May 12 from 1:00-6:00pm. Flyers are available now at the Welcome Tables. Contact Linda Ehrlich at [laehrlich927@aol.com](mailto:laehrlich927@aol.com) with any questions.

## UPCOMING EVENTS

### **UMCOR Sunday — A Message from the Missions Committee**

**Date & Time:** Today, Sunday, March 19 during Morning Worship

**Location:** Calvary UMC

**Description:** There will be a special offering next Sunday for UMCOR, The United Methodist Committee on Relief. So that you can arrive to worship prepared, in next Sunday's bulletin will be a special UMCOR giving envelope. If using a check please make it out to CUMC and on the memo line write "UMCOR". UMCOR is on the ground and moving when disaster hits throughout the world. Consider an extra gift for this ministry that is currently helping folks in Syria and Turkey recover from an earthquake and they are helping folks in California during snow emergencies. UMCOR makes a positive difference and saves lives.

### **Calvary's Safety Task Force**

**Date & Time:** Today, Sunday, March 19 from 12:30-1:30pm

**Location:** Calvary UMC Sanctuary

**Description:** On March 19, 2023, Calvary's Safety Task Force is inviting all interested members after the worship fellowship to gather in the Sanctuary to meet Terry Berringer. Terry is Founder and Consultant of "Church Emergency", and will be dealing with safety of the members of Calvary. He will share ways to protect members from assaults from the outside, and what to do should there be medical issues which would benefit having an AED and other aids in case of health issues. Please contact Budd Wagner if you have any questions.

### **AHPS Tiffany Concert Series — The Pittsburgh Youth Symphony Orchestra**

**Date & Time:** Today, Sunday, March 19 at 4:00pm

**Location:** Calvary UMC Sanctuary

**Description:** Announcing the fourth concert of the Tiffany Concert Series presented by The Allegheny Historical Preservation Society. All proceeds will go toward the Calvary UMC Pew Restoration Project. The concert features members of the Pittsburgh Youth Symphony Orchestra string section performing solos, chamber music, divertimenti, and larger works. Don't miss this opportunity to witness the exceptional talent of these musicians and the next generation of performing artists!. Visit <https://ahps-pqh.org/> for further information.

### **Fellowship Dinner — A Message from Nancy Richards**

**Date & Time:** Today, Sunday, March 19 at 6:00pm

**Location:** Fabled Table (1400 Buena Vista St, Pittsburgh, PA 15212)

**Description:** After the Youth Symphony concert on March 19th, a fellowship dinner is being planned at "Fabled Table!" Would you like to join us? The cost is \$25 each and we'll need at least 25 participants. A sign-up sheet is in the Chapel. Invite your friends, and have a chance to visit and enjoy having Lisa Ferguson cook for us! Any questions? See Nancy Richards or call her at 724-776-7976.

## UPCOMING EVENTS, CONT...

### **Calvary's Shepherd Ministry — A Message from Budd Wagner**

**Date & Time:** Sunday, March 26 from 12:30-1:30pm

**Location:** Calvary UMC Sanctuary

**Description:** This a new ministry made up of our Laity. Remember that we have been Blessed to be a Blessing to those both in the flock at Calvary and others, to use our gifts of care and compassion to reach out to those members of our flock whom we have missed at worship, or at bible studies, or congregational events, to reach out and reconnect with them. You are not just for our flock but also for others who feel as though no one cares for them or feel left out. Perhaps your gift is to care enough for those who feel forgotten, rejected, broken, or they believe God does not care about them. You have been gifted. God has blessed us with many gifts so that we might be a blessing to others. Pray and listen to what God is calling you to do, then do it.

### **Come Warm Your Hearts!**

**Date & Time:** Sunday, March 26 at 2:00pm

**Location:** South Avenue Church (733 South Ave, Pittsburgh, PA 15221)

**Description:** Pittsburgh District clergy and laity are invited to "Come Warm their Hearts" at a Worship Service at South Avenue Church. This will be a celebration of our connection as United Methodists siblings. Come and you will find your heart strangely warmed!

### **Seder Dinner**

**Date & Time:** Tuesday, April 11 at 6:00pm

**Location:** Calvary UMC Fellowship Hall

**Description:** You are invited to join us for a meaningful meal, joy-filled celebration, and time of Remembrance. Many believe that Jesus' Last Supper with His disciples was a Seder Meal. As we participate in a tradition that Jesus would have practiced each year, we will remember and retell the story of how God led His chosen people out of slavery in Egypt—and see how it prepares us to remember Jesus' crucifixion and resurrection. Please RSVP by signing up on the Calvary Community Bulletin Board in the chapel by Sunday, April 9th. For questions, contact Linda Ehrlich, laehrlich927@aol.com.

### **Potluck & Game Night — A Children's Ministry Event**

**Date & Time:** Saturday, April 15 from 6:00-8:00pm

**Location:** Calvary UMC Fellowship Hall

**Description:** Come join us for a family potluck and game night. We will provide the desserts and salad. We are asking that everyone bring a dish to share.

### **Church Council Meeting**

**Date & Time:** Thursday, April 20 from 6:30-8:00pm

**Location:** Calvary UMC Chapel

### **Northview Heights Food Distribution**

**Date & Time:** Saturday, April 22 at 8:45am

**Location:** Six volunteers are needed. if you are interested, please sign up on the bulletin board in the chapel.

# ORDER OF WORSHIP

## Prelude

## Welcome

### Call to Worship †\* . . . . . Liturgist— Linda Ehrlich

Leader: Scripture is full of questions... Where are you? Am I my brother's keeper?  
Whom shall I send?

All: **Who do you say that I am? Who sinned? How many times shall I forgive? If  
God is for us, who can be against us?**

Leader: Scripture is full of questions, so just like those in our scriptures, may we bring  
our full curiosity and wonder into this space.

All: **Let us ask and seek after our merciful God.**

### Opening Hymn †\* . . . . . "I Want to Walk as a Child of the Light" — #206 UMH

### Unison Prayer †\*

**God of Good news, there is reading your Word, there is hearing your Word, and then  
there is tunneling ourselves into your Word—harvesting your Word, building a home in  
your Word, laying your Word over us like a blanket, wrapping ourselves in your Word,  
know your Word like the back of our hand, singing your Word, planting ourselves like a  
garden in your Word. God, we could listen to scripture like we listen to the news, or we  
could cocoon ourselves in your Word and it could change us entirely. So bundle us up.  
We want to know you. With hopeful hearts we pray, amen.**

### Community Greetings †

### Children's Message . . . . . Rev. Beth Nelson

### Sharing Prayer Concerns

### Prayer Hymn \* . . . . . "Jesus Keep me Near the Cross" — #301 UMH

*As the congregation joins in singing this hymn, you are invited to the altar rail for personal prayer.*

### Responsive Prayer of Confession and Words of Forgiveness

Leader: Who here has sinned?

All: **We have sinned. We put our heads in the sand. We ignored people in need.  
We make false assumptions and fail to be kind. We are in need of forgiveness.**

Leader: Good news! Our God is a merciful God. God does not punish, hold grudges, or  
keep score. When you suffer, God weeps. When you sin, God forgives. When  
you lose your way, God comes running. Thanks be to God for a love like that.  
Have you sinned?

All: **I have sinned. I put my head in the sand. I ignore people in need. I make false  
assumptions and fail to be kind. I, too, am in need of forgiveness.**



## ORDER OF WORSHIP, CONT...

Leader: Good news! Our God is a merciful God. God does not punish, hold grudges, or keep score. When you suffer, God weeps. When you sin, God forgives. When you lose your way, God comes running.

All: **Thanks be to God for a love like that. Amen.**

**The Lord's Prayer** \* . . . . . #895 UMH

**Our Father, who art in heaven, hallowed be thy name; thy kingdom come, thy will be done on earth as it is in heaven. Give us this day our daily bread; and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. For thine is the kingdom, and the power, and the glory forever. Amen.**

### Anthem

**Epistle Lesson** \* . . . . . Ephesians 5: 8-14 NRSV

8 For once you were darkness, but now in the Lord you are light. Walk as children of light, 9 for the fruit of the light is found in all that is good and right and true. 10 Try to find out what is pleasing to the Lord. 11 Take no part in the unfruitful works of darkness; rather, expose them. 12 For it is shameful even to mention what such people do secretly, 13 but everything exposed by the light becomes visible, 14 for everything that becomes visible is light. Therefore it says, "Sleeper, awake! Rise from the dead, and Christ will shine on you."

**Gospel** †\* . . . . . John 9:1-41 NRSV

1 As he walked along, he saw a man blind from birth. 2 His disciples asked him, "Rabbi, who sinned, this man or his parents, that he was born blind?" 3 Jesus answered, "Neither this man nor his parents sinned; he was born blind so that God's works might be revealed in him. 4 We must work the works of him who sent me while it is day; night is coming, when no one can work. 5 As long as I am in the world, I am the light of the world." 6 When he had said this, he spat on the ground and made mud with the saliva and spread the mud on the man's eyes, 7 saying to him, "Go, wash in the pool of Siloam" (which means Sent). Then he went and washed and came back able to see. 8 The neighbors and those who had seen him before as a beggar began to ask, "Is this not the man who used to sit and beg?" 9 Some were saying, "It is he." Others were saying, "No, but it is someone like him." He kept saying, "I am he." 10 But they kept asking him, "Then how were your eyes opened?" 11 He answered, "The man called Jesus made mud, spread it on my eyes, and said to me, 'Go to Siloam and wash.' Then I went and washed and received my sight." 12 They said to him, "Where is he?" He said, "I do not know."

13 They brought to the Pharisees the man who had formerly been blind. 14 Now it was a Sabbath day when Jesus made the mud and opened his eyes. 15 Then the Pharisees also began to ask him how he had received his sight. He said to them, "He put mud on my eyes. Then I washed, and now I see."

## ORDER OF WORSHIP, CONT...

**Gospel (cont...)** †\*

John 9:1-41 NRSV

16 Some of the Pharisees said, "This man is not from God, for he does not observe the Sabbath." Others said, "How can a man who is a sinner perform such signs?" And they were divided. 17 So they said again to the blind man, "What do you say about him? It was your eyes he opened." He said, "He is a prophet."

18 The Jews did not believe that he had been blind and had received his sight until they called the parents of the man who had received his sight 19 and asked them, "Is this your son, who you say was born blind? How then does he now see?" 20 His parents answered, "We know that this is our son and that he was born blind, 21 but we do not know how it is that now he sees, nor do we know who opened his eyes. Ask him; he is of age. He will speak for himself." 22 His parents said this because they were afraid of the Jews, for the Jews had already agreed that anyone who confessed Jesus to be the Messiah would be put out of the synagogue. 23 Therefore his parents said, "He is of age; ask him."

24 So for the second time they called the man who had been blind, and they said to him, "Give glory to God! We know that this man is a sinner." 25 He answered, "I do not know whether he is a sinner. One thing I do know, that though I was blind, now I see." 26 They said to him, "What did he do to you? How did he open your eyes?" 27 He answered them, "I have told you already, and you would not listen. Why do you want to hear it again? Do you also want to become his disciples?" 28 Then they reviled him, saying, "You are his disciple, but we are disciples of Moses. 29 We know that God has spoken to Moses, but as for this man, we do not know where he comes from." 30 The man answered, "Here is an astonishing thing! You do not know where he comes from, yet he opened my eyes. 31 We know that God does not listen to sinners, but he does listen to one who worships him and obeys his will. 32 Never since the world began has it been heard that anyone opened the eyes of a person born blind. 33 If this man were not from God, he could do nothing." 34 They answered him, "You were born entirely in sins, and are you trying to teach us?" And they drove him out.

35 Jesus heard that they had driven him out, and when he found him he said, "Do you believe in the Son of Man?" 36 He answered, "And who is he, sir? Tell me, so that I may believe in him." 37 Jesus said to him, "You have seen him, and the one speaking with you is he." 38 He said, "Lord, I believe." And he worshiped him. 39 Jesus said, "I came into this world for judgment, so that those who do not see may see and those who do see may become blind." 40 Some of the Pharisees who were with him heard this and said to him, "Surely we are not blind, are we?" 41 Jesus said to them, "If you were blind, you would not have sin. But now that you say, 'We see,' your sin remains.

Leader: The word of God, written by the people of God, for the people of God.

All: **Thanks be to God.**

# ORDER OF WORSHIP, CONT...

**Sermon** . . . . . "Blinded by the Light" — Rev. Myles Bradley

**Words of Community Life and a Call to Give**

**Offering Our Gifts and Tithes**

**Doxology †\*** . . . . . "When I Survey the Wondrous Cross"  
Were the whole realm of nature mine, that were an offering far too small:  
love so amazing, so divine, demands my life, my soul, my all.

**Offering Prayer †**

**Closing Hymn †\*** . . . . . "Open My Eyes That I May See" — #454 UMH

**Benediction †**

**Postlude †**

*† Please stand as you are able / \* Words on screen / Bold text is unison*

***You are invited to join in a time of fellowship in the chapel.  
Come and grab a snack and enjoy conversations!***



**CALVARY UMC  
STREAMS  
LIVE**

**SUNDAYS @ 11AM  
ON FACEBOOK**

Calvary United Methodist Church, Pittsburgh

- online -  
*giving*

fast, simple, secure

**CALVARYPGH.COM**



# WEEKLY CALENDAR

## SUNDAYS

### Bible Study

**Time / Location:** 10:00-10:45am / Calvary UMC Chapel

**Description:** *"Affirming the Scriptures of an Affirming God"* — How can we respond when people use verses of the Bible as a weapon? We can relearn the weaponized Scriptures in defense of love. We'll be looking at the Scriptures through the lens of welcoming, affirming, and accepting all people. Feel free to bring your Bible, but we also have more Bibles available.

### Choir Rehearsal

**Time / Location:** 10:00-10:45am / Calvary UMC Choir Loft

**Description:** Love Singing? Thinking About Joining The Choir?... Now is the perfect time to give it a try! No audition required! All are welcome!

### Sunday School

**Time / Location:** 10:00-10:45am / Presbytery (Across the street from Calvary)

**Description:** Calvary offers two Sunday School Classes: (1) Ages 3-10, (2) Ages 11-15. Please meet up in the chapel and everyone will walk across the street together.

### Fellowship Following Morning Worship

**Time / Location:** Following Morning Worship / Calvary UMC Chapel

**Description:** Come to the chapel following morning worship for fellowship.

## MONDAYS

### Sleeping Bag Group

**Time / Location:** 6:30pm / Calvary UMC Fellowship Hall

**Description:** The sleeping bags are made from recycled materials, packed with personal items such as toothpaste, shampoo, hats and gloves then distributed to nearby homeless shelters. There is plenty to do. No sewing experience needed. Questions? Please contact Terri Howell at [ttr\\_howell@yahoo.com](mailto:ttr_howell@yahoo.com) or call 412-482-2211 with any questions.

## TUESDAYS

### Exercise Class For All Ages

**Time / Location:** 9:00am / Calvary UMC Chapel

**Description:** The group uses the program "Grow Young Fitness". The program is targeted to "older adults", but great for people of all ages. If you have any questions contact Linda Ehrlich at [laehrlich927@aol.com](mailto:laehrlich927@aol.com).

### Choir Rehearsal

**Time / Location:** 6:00-7:30pm / Calvary UMC Choir Loft

**Description:** Love Singing? Thinking About Joining The Choir?... Now is the perfect time to give it a try! No audition required! All are welcome!

## WEEKLY CALENDAR, CONT...

### THURSDAYS

#### Exercise Class For All Ages

**Time / Location:** 9:00am / Calvary UMC Chapel

**Description:** The group uses the program "Grow Young Fitness". The program is targeted to "older adults", but great for people of all ages. If you have any questions contact Linda Ehrlich at laehrlich927@aol.com.

#### Women's Bible Study

**Time / Location:** 10:00-11:00am / Calvary UMC Parlor

**Description:** Join us for *"Living Right-Side Up in an Upside Down World - A Women's Study on the Beatitudes."* This study for women began on Thursday, February 23 and continues for six weeks. We will take a look at what it means to live out the "Blessed are" statements in our rapidly changing and, at times, challenging world. The curriculum was developed by Kathy Wagner and is taken from "Our Daily Bread" daily devotionals. You are welcome to come for any/all of the sessions as we experiment with this day and time for a study. Linda Ehrlich has copies of the complete curriculum if you would like a copy.

# ANNUAL PLANT SALE

**NOW - APRIL 17**

**Order in time for Mother's Day!**

**PICKUP DATES**

**Thurs, May 11 & Fri, May 12, 1-6pm**

**More Info or to Order - [CalvaryPgh.com](http://CalvaryPgh.com)**

Benefits Calvary United Methodist Women In Faith



# CALVARY'S FAMILY CORNER

## UPCOMING FREE EVENTS 2023

### EASTER EGG HUNT & ICE CREAM SOCIAL 12 PM - 2 PM

Join us for our Easter Egg Hunt and an Ice Cream Social! What's more enjoyable than Easter fun AND ice cream! Join your church family following morning worship. Bring a friend! Mingle and chat!

**SUN  
MAR  
12**

**SAT  
APR  
15**

### POTLUCK & GAME NIGHT 6 PM - 8 PM

Come join us for a family potluck and game night. We will provide the desserts and salad. We are asking that everyone bring a dish to share.

### VBS 2023

Sunday will be 1:00-3:00pm and the rest of the week will be 6:00-8:30pm. More information to come!

**SUN  
JUN 25 -  
THURS  
JUN 29**

**MORE INFO - MEGAN 412-715-4946 / BRITTANY 412-715-4947**

# NEW COMMUNICATIONS REQUEST FORM

## **A Message from Calvary's Director of Communications, Karen Ferguson**

in the interest of streamlining the communications process at Calvary, a new Communications Request Form has been implemented. If you do not have access to a computer, this form can be found on the Welcome Tables then turned into the church office. This form can also be found on the Calvary website under the Contact section. You can reach this form directly by visiting the following link: <https://calvarypgh.com/contact/comm-request.php>

Moving forward this form must be used by everyone for every communications request at Calvary. This includes Pastor Shane and also church members that are not part of the Church Council. Communication requests include everything that is announced or publicized at Calvary on either print or digital media. This includes, but is not limited to, bulletin announcements, Facebook posts, upcoming events, meetings, church calendar requests, mass emails, etc...

Communications is such a huge umbrella at Calvary and a large amount of time is required to address the multiple requests and needs of our congregation while maintaining the brand that has taken years to cultivate. This form will streamline our communications process. It also puts all of the timelines and requirements in one place so that expectations are managed and understood by myself as well as the person or group making the request. I have details the timelines below.

Please review the form and let me know if you have any questions. Thank you so much for your patience as we work together to improve our communications process at Calvary.

## **Communications Request Guidelines**

**Weekly Bulletin:** Announcements or events for the bulletin must be submitted by noon on Wednesday for inclusion in the following Sunday's bulletin. For announcements that you wish to have run more than once, please include the dates you'd like to have it run. You are responsible for your content.

**Church Calendar:** Fill out the request form indicating it is a Church Calendar request listing all of the details of the request. Church office staff will respond to your request within 48 hours.

**Facebook:** Facebook posts can be submitted at any time. Posts or edits will be made as soon as possible, but there may be up to 24-48 hours between submission and execution, so please provide info as early as possible. You are responsible for your content.

**Website:** Changes, additions, edits, announcements, etc... for the website can be submitted at any time. Website changes will be made as soon as possible, but there may be up to 7 days between submission and execution, so please provide info as early as possible. You are responsible for your content.

**Mass Email:** If you are sending an email to your committee, please have your committee chair send out the email. If you have an email that you want to go to the Calvary Email distribution list, please submit a Communications Request Form.

**PLEASE NOTE:** All submissions are subject to editing, and around major church holidays the timelines may change.



# *Easter Flower Dedications*

**Easter Flower Dedications — Lilies, Tulips, Hyacinths, and Mums**

**New Deadline — TODAY, March 19th | \$10 Each**

In Memory \_\_\_\_\_

In Memory \_\_\_\_\_

In Memory \_\_\_\_\_

In Memory \_\_\_\_\_

In Memory \_\_\_\_\_

In Honor \_\_\_\_\_

In Honor \_\_\_\_\_

In Honor \_\_\_\_\_

In Honor \_\_\_\_\_

In Honor \_\_\_\_\_

**Name** \_\_\_\_\_

**Phone or Email** \_\_\_\_\_

**Please list number of how many of each flower and final totals:**

Lilies \_\_\_\_\_ Tulips \_\_\_\_\_ Total (#) \_\_\_\_\_

Hyacinths \_\_\_\_\_ Mums \_\_\_\_\_ Total (\$) \_\_\_\_\_

**Please contact the Calvary church office with questions at either [CalvaryPgh@gmail.com](mailto:CalvaryPgh@gmail.com) or 412-231-2007. Place order form in offering plate or mail to Calvary Office.**

Mailing Address: Calvary United Methodist Church, 971 Beech Avenue, Pittsburgh, PA 15233