

How to Get the Word Out

2017-2018

The Steeple Monthly Newsletter

Deadline: Fourth Monday of the previous month.
The Steeple is published the second Wednesday of the month.
Length: 200 - 400 Words
Content: Big picture/goals related, can include digital photos.
Send To: newsletter@uusociety.org

eNews Weekly Email Newsletter

Deadline: Mondays at noon.
Length: Shorter is better! Can contain links and photos.
Content: Items directly related to FUUSB, UUA, or organizations with which we have a formal relationship.
Send To: enewsblast@uusociety.org

Facebook

Deadline: No deadline
Length: Shorter is better or include a link.
Content: Upcoming events, discussions, etc.
Send To: Post directly to the Facebook group page
(www.facebook.com/groups/UUSocietyBurlington/) or if you are not on Facebook you may email to: UUSocietyBurlington@groups.facebook.com

Order of Service Announcements

Deadline: Mondays at noon.
Length: 60 words or less
Content: Upcoming events and notices, UU related or from organizations with which we have a relationship. *In an effort to save paper we discourage inserts.*
Send To: orderofservice@uusociety.org

Website

Deadline: No deadline
Length: No limit
Content: All events at FUUSB are automatically put on the public calendar on the website. Events listed on the website's homepage are put there by request and can include links to other sites, documents, or photos. All other website content must be approved by the Director of Operations. Digital photos are welcomed.
Send To: xina@uusociety.org

Postering

Flyers can be left in the main office, or email to mary@uusociety.org.