

Gathering Plan Template – Order of Gathering

Pre-Gathering (before main gathering starts)

These happen while people are entering and getting settled.

- **Countdown / Walk-in Slides** – Slide loop with welcome graphics
- **Lobby Greeting & Prayer** – Team in lobby with prayer support
- **Pre-gathering Worship Song (Optional)** – Instrumental or choir warm-up
- **Announcements on Screens** – Upcoming events & notices

During Gathering (core gathering elements)

Main part of the gathering — kicks off when you *officially begin*.

- **Welcome & Call to Worship** – Host or leader greeting
- **Opening Worship Song** – First congregational song
- **Worship Song 2** – Next song
- **Responsive Reading / Scripture** – Slide scripture or spoken reading
- **Message / Sermon** – Teaching time
- **Response Song** – Worship song during response/prayer time
- **Offering** – Transition with music or video

Post-Gathering (after core elements)

These help people transition out and capture next steps.

- **Closing Prayer / Benediction** – Final blessing
- **Final Song / Send-off Music** – Optional exit music
- **Post-Gathering Prayer Team Available** – Note that prayer team is available
- **Announcements Replay (if needed)** – Optional post-gathering notices